

Board of Trustees
Labor Relations Committee Meeting
Thursday, September 11, 2025

Central Library
89-11 Merrick Boulevard, Jamaica, NY 11432

Agenda



6:15 PM Labor Relations Committee Meeting - Sep 11, 2025

Page

I. CALL TO ORDER

II. AGENDA

Action Item(s)

- | | | |
|----|--|-------|
| A) | Merit-Based Increases for Non-Represented Employees Including Key Executive Employees FY'26
Merit Based Increases for Non-Represented Employees, Including Key Executive Employees, for FY'26.pdf  | 2 - 3 |
| B) | Contract Authorization - Temporary Staffing RFP
Contract Authorization – Temporary Staffing and Candidate Search Services.pdf  | 4 - 9 |

III. ADJOURNMENT

- | | | |
|----|--|----|
| A) | Motion to Adjourn
Adjournment.pdf  | 10 |
|----|--|----|

Queens Library Board / Committee Item

BOARD/COMMITTEE: Labor Relations Committee

DATE OF MEETING: September 11, 2025

AGENDA: Merit Based Increases for Non-Represented Employees, Including Key Executive Employees, for FY'26

Background:

In 1998, the Library's Board of Trustees adopted a Pay-For-Performance Program to ensure that the Library continued competitively to recruit and retain talented non-represented employees so as to provide the highest levels of quality service to Library customers and stakeholders.

Typically, an annual performance appraisal is conducted for every non-represented employee, including the key executive employees, and is based on a best practices model aligned with many other similar and market comparable organizations. These non-represented positions are reviewed regularly to determine market competitiveness that affects the recruitment and hiring of new employees as well as the retention of high-performing existing employees, to ensure internal equity within the Library, and to determine whether significant changes in the scope of job responsibilities have occurred.

Non-represented employees, including the key executive employees, last received increases of between 2-3.5% in October 2024 (retroactive to July 1, 2024). For FY 26, the Library is proposing that all eligible non-represented employees, including the key executive employees, receive a merit increase between 2-4% based on annual performance reviews.

For additional background, District Council 37 and the City of New York entered into a new economic agreement, which was ratified on March 31, 2023. This new agreement provided eligible union-represented members with increases over a five-year period retroactive to May 26, 2021. Union-eligible members received the fifth and final installment (3.25%) of the five year economic agreement for general wage increases on May 26, 2025.

With respect to salary increases for key executive employees, in accordance with the policies and procedures set forth in Article V, Section 4, of the Library's By-Laws, the Labor Relations Committee is required to annually review and make recommendations to the Board of Trustees regarding the compensation for such employees. As indicated above, Library is proposing that, similar to all non-represented employees, the eligible key executive employees receive a merit increase between 2-4% based on annual performance reviews.

Current Status:

The President and CEO recommends that eligible non-represented employees, including the key executive employees, receive a merit increase between 2-4% for FY26, retroactive to July 1, 2025, based on annual performance reviews.

Recommended Motion for Consideration by the Labor Relations Committee

I move that the Labor Relations Committee recommend to the Board of Trustees that eligible non-represented employees, including the key executive employees, receive a merit increase between 2-4% for fiscal year 2026, retroactive to July 1, 2025, based on annual performance reviews.

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Labor Relations Committee

DATE OF MEETING: September 11, 2025

AGENDA: Contract Authorization – Temporary Staffing and Candidate Search Services

Background:

This is an action item seeking approval from the Queens Borough Public Library’s Board of Trustees to enter into contracts with New Wave People Inc. (“New Wave”), Careers In Nonprofits, Beatty's Services, Inc. (“Beatty’s”), Noor Staffing Group, LLC (“Noor”), and Robert Half Inc. (“Robert Half”) for temporary staffing and candidate search services. The Board’s approval is required pursuant to the Library’s Procurement Policy, which states, in pertinent part, that contracts for professional services with an annual cost in excess of \$50,000 must be approved by the Library President and CEO and the Board of Trustees.

The Library has had legacy agreements with staffing firms, and typically the need for services has been below the Board approval threshold. However, in 2022 the Board approved four temporary staffing firms to provide temporary workers to assist with job recruitment above the annual discretionary threshold limit of \$50,000 for a period of twenty-four (24) months. In addition, in 2024 the Library had a need for an emergency contract for temporary staffing for a Finance position that exceeded the discretionary limit. This contract was reported to the Board. Since the Library has now had multiple experiences of needing to exceed the discretionary threshold for temporary staffing services, the Library determined it was appropriate to issue a formal solicitation for such as-needed services.

Current Status:

On December 17, 2024, the Library issued a Request for Proposals for Temporary Staffing and Candidate Search Services., RFP #1224-1, which was advertised in the New York City Record, BidNet and New York State Contract Reporter, and posted on the Library’s website. Notification of the RFP was emailed to over 180 firms, including New York State and New York City Minority and Women Business Enterprises (“MWBE”) and New York State Certified Service-Disabled Veterans Owned Businesses (“SDVOB.”)

The RFP stated that the Library is seeking to establish a group of pre-qualified staffing firms to provide recruitment services for both short-term temporary staffing needs and hard-to-fill positions across multiple departments including Human Resources, Finance, Information Technology, and other specialized areas. Firms should also offer a temp-to-hire option for candidates suitable for permanent roles. In addition, firms are to provide candidate search services and other related services.

The RFP further stated that the terms of the awarded contracts will be for a two-year period with three one-year options to renew at the Library’s sole discretion. The Library may terminate the contract at any time, in its sole discretion, upon written notice. In addition, the Library shall award work to firms at its sole discretion and the Library may award work to a firm or introduce competition. Also, the Library does not guarantee any work to awarded firms.

Seventy-five (75) firms submitted proposals as detailed in the table below. A selection committee comprised of Human Resources and Procurement staff evaluated the proposals using the evaluation criteria set forth in the RFP. As such, the selection committee recommends awards to the top five scoring firms as detailed below:

	Firm	Score	M/WBE
1	New Wave People Inc.	99	NYS MWBE NYC WBE
2	Careers In Nonprofits	98	
3	Robert Half Inc.	96	
4	Noor Staffing Group, LLC	96	NYC MBE
5	Beatty's Services, Inc.	96	NYS MWBE
6	Infojini Inc	94	NYS & NYC MBE
7	Seneca Resources, LLC	84	
8	SysMind LLC	80	
9	Adroix Corp	80	NYS MWBE
10	Donia LLC	79	MBE, WBE, DBE, SBE
11	AppleOne, Inc. dba AppleOne Employment Services	77	
12	Tryfacta, Inc.	62	NYC MWBE
13	Corporate Hiring Solutions Inc.	62	NYC MWBE
14	SMK Soft, Inc	60	
15	Lancesoft, Inc	60	NYC MWBE
16	Encode, Inc	60	MWBE
17	Cogent Infotech Corporation	60	NYC MBE
18	22nd Century Technologies, Inc	60	
19	United Staffing Solutions	58	NYC WBE
20	RAJ TECHNOLOGIES INC.	56	NYC & NYC MBE
21	Essey Group, LLC	56	
22	BuzzClan, LLC	56	
23	Abacus Service Corporation	55	
24	A & Associates, INC.	55	
25	Diskriter, Inc.	52	

26	TEKsystems, Inc.	50	
27	Noble Hearts HR Consulting Inc.	50	
28	ACS Consultancy Services Inc.	48	
29	Vidhwan Inc. dba E-Solutions	40	
30	Penda Aiken, Inc.	36	NYC & NYS MWBE
31	ESO Consultants LLC	36	NYS & NYC MBE
32	Crossfire Consulting Corp	36	NYC WBE
33	Cojient LLC	36	MWBE In Maryland
34	Cedar Park Group Inc	36	NYS WBE
35	Business Integra Technologies Solutions Inc	36	
36	MoxieIT Solutions Inc	32	MBE certified by National Minority Supplier Development Council ("NMSDC")
37	Forum Consulting Services, INC	32	
38	FedTec, LLC	32	
39	Techgene Solutions LLC	30	
40	Talantage, LLC	30	MWBE - in NC
41	Next Generation Technology Inc. (NGT)	30	
42	Hotep Consulting, LLC	30	
43	Droisys Inc.	30	MBE NMSDC
44	Dan CM Consulting, LLC	30	NYC MBE
45	Compu-Vision Consulting Inc.	30	NYC MBE
46	Augment HR Solution LLC	30	
47	Arka HR Solutions, LLC	30	
48	MGT Impact Solutions, LLC	28	
49	Med-Scribe, Inc	28	
50	STAFT, LLC	26	
51	Library System and Services	26	
52	JLK Global Enterprises, Inc	26	
53	HumanHire, LLC.	26	
54	eConsultants Inc	26	
55	Collabera LLC	26	MBE certified by the NY/NJ NMSDC
56	Atria Consulting, LLC	26	NYC & NYS WBE
57	Netsynk Inc	24	
58	Sunshine Enterprise USA LLC	22	MWBE in Florida
59	SoftSages LLC (DBA SoftSages Technology)	22	MBE NMSDC
60	Kellton Tech Inc	22	

61	Innovée Consulting LLC	22	NYS MWBE
62	Healthcare Staffing Professionals, Inc.	22	
63	General Workforce Inc.	22	NYC MBE
64	Zion Cloud Solutions LLC	20	
65	V Group Inc.	20	NYC MWBE
66	Universal Technologies, LLC	20	NYS WBE
67	Tech Smart Solutions LLC	20	NYC MBE
68	The Nonprofit Staffing Solution LLC	20	
69	TCI Group	20	
70	Talent Crown, Inc.	20	
71	Sparkle Genius LLC	20	
72	Solomon Page Group, LLC	20	
73	Rose International, Inc.	20	MWBE certified by NMSDC
74	California Creative Solutions, Inc. (dba CCS Global Tech)	20	
75	Avenues International Inc	20	NYC & NYS MBE

The selection committee identified New Wave, Careers In Nonprofits, Beatty's, Noor, and Robert Half as the top scoring firms. The Library thoroughly reviewed each vendor's experience, financial stability, references, background, completed vendor responsibility questionnaire and the PASSPort database in assessing the vendor's responsibility. This review did not identify any negative findings or raise any integrity issues that would adversely affect an award to any of the selected firms.

New Wave provides contract staff and dentists to review Medicaid prior approvals for the state Medicaid program for the NYS Department of Health. A reference from the Department of Health stated that New Wave was professional in providing medical staff and that the firm was dependable and met expectations. Another reference for the Department of Health stated that New Wave provided administrative staff and that it exceeded expectations. According to the City Comptroller's web page, Checkbook NYC, New Wave has provided over \$400,000 in services to CUNY Construction and the City Department of Education since 2011. In addition, according to the NYC Comptroller's web page, Open Book NY, New Wave provided over \$55 million in services since 2007 with various entities including SUNY - Health Science Center at Brooklyn, Office of Children & Family Services, Department of Motor Vehicles, Office of Mental Health, Office of Addiction Services and Supports, Veterans' Home at Oxford, Department of Health, Office For People with Developmental Disabilities, Office of General Services, Office of Children & Family Services and Department of Motor Vehicles.

Careers In Nonprofits has provided the Library with services for several years and it has performed well. A reference from the District Alliance for Safe Housing, an innovator in providing access to

safe housing and services for survivors of domestic and other violence, stated that Careers In Nonprofits has provided recruitment services, including supporting us with numerous permanent placements and some temporary staff since 2023. The reference also stated that Careers In Nonprofits has provided over \$450,000 in services and that they were very satisfied with the firm's performance. A reference from the Computer History Museum stated that they were very pleased with the approach of Careers In Nonprofits, that they were pleased with the firm's approach throughout the process, and that they recommend the firm. According to the NYC Comptroller's web page, Open Book NY, Careers In Nonprofits has provided over \$50,000 in services since 2023 under its NYS Office of General Services contract.

Beatty's provided contract staff for the NYS Department of Education, and a reference from the department stated that they were very satisfied with the resources provided by Beatty's. A reference from the NYS DMV stated that Beatty's has provided temporary services since 2021 and that the firm has strong recruitment capabilities and a commitment to service and excellence in a high-volume public-facing environment. According to the City Comptroller's web page, Checkbook NYC, Beatty's has been awarded over \$500,000 in contracts since 2012 from various city departments including the Department of Consumer & Worker Protection, Department of Youth and Community Development, Department of Buildings, Department of Consumer Affairs, Department of Sanitation and the Office of Administrative Trials and Hearings. In addition, according to the NYC Comptroller's web page, Open Book NY, Beatty's has provided over \$6 million in services since 2012 to various state entities including the Office of Addiction Services and Supports, Western New York Veterans' Home at Batavia, Office of Temporary & Disability Assistance and the Office of General Services.

Noor provided contract staff to DSST Public Schools, a Colorado charter school system, and a reference from the school stated that they always felt supported by the firm and that they recommend the firm. A reference from Glen Wayne Premium Baked Sweet Goods stated that Noor's team is reliable, easy to work with, and consistently delivers high-quality candidates that meet their needs whether for short-term help or longer-term assignments. According to the City Comptroller's web page Checkbook NYC, Noor has been awarded \$60 million in contracts since 2010 from various city departments including Housing Preservation and Development, Department of Social Services, Department of Homeless Services, Department of Citywide Administrative Services, Department of Education, Administration for Children's Services, and the Department of Consumer Affairs.

Robert Half has provided the Library with services for several years and has performed well. A reference from City MD stated that Robert Half is extremely nimble, fast-paced, and accountable. The reference also stated that Robert Half had exceeded expectations. A reference from Local Initiatives Support Corporation, a national non-profit organization headquartered in Manhattan, stated that Robert Half has provided excellent services over the last 20 years and that they recommend the firm. According to the City Comptroller's web page, Checkbook NYC, Robert Half has been awarded over \$200,000 in contracts since 2015 from the Department of Social Services and the Department of Education. In addition, according to the NYC Comptroller's web page, Open Book NY, Robert Half has been awarded over \$6 million in contracts since 2015 to

various state entities including the SUNY Health Science Center at Brooklyn and the Office of General Services.

Recommended Motion for Consideration by the Labor Relations Committee:

I move that the Labor Relations Committee authorize the President and CEO to execute contracts for temporary staffing and candidate search services with New Wave People Inc., Careers In Nonprofits, Beatty's Services, Inc., Noor Staffing Group, LLC, and Robert Half Inc. for a two-year term with three one-year options to renew at the Library's sole discretion.

Queens Library Board / Committee Item

BOARD/COMMITTEE: Labor Relations Committee

DATE OF MEETING: September 11, 2025

AGENDA: Motion to Adjourn

Recommended Motion for Consideration

I move that the meeting be adjourned.