



February 26, 2024

Nina Kubota
President & CEO
nkubota@nycsca.org

New York City Conflicts of Interest Board
2 Lafayette Street, Suite 1010
New York, NY 10007

RE: Post-employment Retention pursuant to COIB Rule Section 1-07(d)(1)

Dear Conflicts of Interest Board Members:

This letter serves to notify the Conflicts of Interest Board that, in accordance with COIB Rule 1-07(d), the NYC School Construction Authority is planning to retain Marianne Egri as a consultant. Ms. Egri will be retiring effective February 29, 2024 after 34 years of service. As Vice President of Finance and Human Resources, Ms. Egri possesses professional skills and subject-matter expertise that are not currently available among the SCA's employees. Ms. Egri is intimately familiar with processes, historical context and workflows that are unique to the SCA and which she has gained through her years of experience. Her services are needed to transition her functions to others and train those replacing her once suitable candidates are identified.

Ms. Egri is being retained as a consultant for up to one year beginning on March 1, 2024, which is no longer than reasonably necessary to continue and complete work left unfinished on the date of her retirement, and aid in the transition of her functions. If it is determined that Ms. Egri's services are needed for more than one year, we will consider renewing this arrangement for an additional one-year period, Ms. Egri's services will include, among other things, assisting with collective bargaining negotiations and training a new negotiator for management. In 2023, the SCA began, but did not conclude, collective bargaining negotiations with one of the three units of DC37, for which Ms. Egri was the lead negotiator. We anticipate collective bargaining to continue this year with the remaining units of DC37 and the unit of CWA employed at the SCA. Ms. Egri also will assist with training and consulting on issues such as benefit and salary administration, payroll, recruiting, performance evaluation processes, and budget preparation and reporting. The SCA is in the midst of calculating salary adjustments for managerial employees in alignment with the Mayor's February 2, 2024 Personnel Orders. In addition, we are about to embark on our budgeting cycle for FY 2025, along with implementation of a new financial system, for which Ms. Egri's expertise and institutional knowledge are critical.

Ms. Egri's last earned salary at the SCA was \$233,341. She will be consulting on an hourly, as-needed basis at a comparable hourly rate that will be less than her last earned salary in the aggregate for the year.

Sincerely,

A handwritten signature in blue ink, appearing to be "Nina Kubota", written over a white background.

Nina Kubota
President and Chief Executive Officer
New York City School Construction Authority