



Federal Supply Service Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system. The INTERNET address GSA Advantage!® is: GSAAdvantage.gov

Multiple Award Schedule FSC Group: Professional Services

Contract Number: 47QRAA18D00FA

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Contract Period: 9/10/2018 – 9/9/2023

Contractor: Rolka Loube Saltzer Associates, LLC
4050 Crums Mill Road, Suite 303
Harrisburg, Pennsylvania 17112

Business Size: Small Business

Telephone: 717-418-2844

Extension: None

FAX Number: 888-811-6920

Web Site: <http://www.rolkaloube.com/>

E-mail: sbull@rolkaloube.com

Contract Administration: Sean Bull

Price list current as of Modification # PA-0007 effective July 13, 2020



CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	Recovery	SIN Description
522310	522310RC	Program Financial Advisor
OLM	OLMRC	Order Level Materials

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

522310 Clerical Assistant \$33.66

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item.

See below

2. Maximum Order: SIN 522310: \$1,000,000
SIN OLM: \$250,000

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery Area): Domestic Only

5. Point(s) of production (city, county, and state or foreign country): Same as company address

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Quantity discounts: None

8. Prompt payment terms: Net 30 days
Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9. Foreign items (list items by country of origin): None

10a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

10b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor



- 10c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
- 10d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor
11. **F.O.B Points(s):** Destination
- 12a. **Ordering Address(es):** Same as Contractor
- 12b. **Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), are found in Federal Acquisition Regulation (FAR) 8.405-3**
13. **Payment address(es):** Same as company address
14. **Warranty provision.:** Contractor’s standard commercial warranty.
15. **Export Packing Charges (if applicable):** N/A
16. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
17. **Terms and conditions of installation (if applicable):** N/A
- 18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 18b. **Terms and conditions for any other services (if applicable):** N/A
19. **List of service and distribution points (if applicable):** N/A
20. **List of participating dealers (if applicable):** N/A
21. **Preventive maintenance (if applicable):** N/A
- 22a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 22b. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/. N/A**
23. **Data Universal Numbering System (DUNS) number:** 795417851
24. **Notification regarding registration in System for Award Management (SAM) database:** Registered



Pricing Information

SIN	Labor Category	GSA Pricing
522310	President	\$248.61
522310	VP Research	\$221.00
522310	Chief Operations Officer	\$200.27
522310	Chief Information Officer/Director of Audit	\$189.55
522310	Director Enterprise Application	\$171.58
522310	Sr. Software Developer	\$160.41
522310	Chief Technical Officer	\$158.58
522310	Director of Infrastructure	\$158.58
522310	Project Manager	\$139.48
522310	Chief Financial Officer	\$134.66
522310	Director of Accounting	\$134.66
522310	Database Developer	\$111.61
522310	Database Administrator 1	\$108.81
522310	Human Resources Manager	\$108.81
522310	Fraud Analyst	\$104.63
522310	Security Architect	\$104.28
522310	Program Analyst	\$80.90
522310	Financial Analyst	\$80.80
522310	Appeals Analyst	\$80.80
522310	Technical Writer	\$71.15
522310	IT Support Analyst	\$69.75
522310	Accounting Specialist	\$66.95
522310	Human Resources Executive	\$58.58
522310	Customer Service Representative	\$44.44
522310	Clerical Assistant	\$33.66
522310	State Savings SME	\$161.59

Labor Categories	Functional Responsibilities	Minimum Education	Minimum Experience (years)
President	Management and administration including finances, business development, mission, policy and planning. Also involved in legal compliance and client relations.	Masters	10
VP Research	Performs activities related to rate-making process, collection and demand data. Subject matter expert and consultant. Financial analysis and planning.	Masters	10
Chief Operations Officer	Management and administration including finances, business development, mission policy and planning. Also involved in legal compliance and client relations	Masters	10
Chief Information Officer/Director of Audit	Manages annual internal/external audits. Reviews appeal requests for services. Reviews and maintains regulations for contracts to ensure Rolka Loube compliance.	Masters	10
Director Enterprise Application	Leads vendor management activities and contract negotiations with vendors. Oversees database developers, infrastructure specialists and application developers. Maintains accounts receivable functions and processes	Masters	10
Sr. Software Developer	Lead developer in applications. Serves as internal lead to ensure architecture design is in compliance with company vision.	Bachelors	8
Chief Technical Officer	Oversees software and applications development team. Serves as chief architect in alignment with company goal and contractual obligations. Guides decisions in technology and development	Masters	10
Director of Infrastructure	Identifies and diagnoses network problems and access to outward facing systems. System/application install and patch management.	Masters	10
Project Manager	Manages company-wide projects and new business initiatives. Writes project management plan, and project documents, maintains project schedules. Follows standard PMBOK practices.	Bachelors	5
Chief Financial Officer	The CFO will serve as head of the accounting function for the company. The CFO will lead the accounting team. The CFO is also responsible for the financial reporting associated with the various programs administered	Masters	3
Director of Accounting	Manages finance staff and assigns work according to ability, skills and developmental needs. Handles monthly financial records and reporting packages. Oversees accounting areas of accounts receivables and accounts	Masters	3



	payable. Elevation path for customer concerns.		
Database Developer	Architect of databases, database objects and houses data. Design reports, views, and files. Performs database administration and query performance analysis.	Bachelors	0
Database Administrator 1	Documents functionality, business rules, and data submission filing instructions. Database development and maintenance. Generates canned and ad-hoc reports.	Bachelors	5
Human Resources Manager	Performs security and background clearance applications. Ensures compliance with corporate and contract policy requirements. Assists with budget and analysis in contract negotiations.	Bachelors	3
Fraud Analyst	Performs fraud analysis on vendors and administrators of contracts. Performs ad hoc analysis and review.	Bachelors	0
Security Architect	Creates, maintains and drives information security technology strategies. Subject matter expert in web application security and penetration testing. Monitors progress of tasks and deliverables in projects	Bachelors	1
Program Analyst	Along with customer service representative, handles day to day customer contact, billing and collections, and claims processing. Also responsible for data analytics and analysis.	Bachelors	2
Financial Analyst	Along with customer service representative, handles day to day customer contact, billing and collections, and claims processing. Also responsible for data analytics and financial analysis.	Bachelors	1
Appeals Analyst	Responsible for reviewing customer appeals or requests for review. Also works with audit team as first level reviewers of provider documents.	Bachelors	3
Technical Writer	Assists senior technical writer with system mapping, technical specification documents, templates, and flow diagrams.	Bachelors	1
IT Support Analyst	Maintains backup and recovery tools, scripts and logs. Performs file and system recovery when needed. Helps resolve technical issues.	Bachelors	2
Accounting Specialist	Along with customer service representative, handles day to day customer contact, billing and collections, and claims processing. Also responsible for data analytics and financial analysis.	Bachelors	1
Human Resources Executive	Ensures compliance with applicable laws. Create and implements best practices. Assists with organizational design and performance management activities.	Bachelors	3
Customer Service Representative	Handles the day to day customer contact via email and phones. Also responsible for billing and collections and claims processing services.	High School	2
Clerical Assistant	Performs basic clerical duties including filing, document shredding, and office duties as assigned.	High School	1
State Savings SME	Consultant and subject matter expert in state savings programs including retirement, ABLE, and 529 college savings plans.	Masters	10

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.