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: GSAA Advantage.gov.

ERLUKE CONSULTING, LLC

**SCHEDULE NAME:**  **MULTIPLE AWARD SCHEDULE**  
**FSC GROUP:**  **PROFESSIONAL SERVICES**  
**CONTRACT NUMBER:**  **GS-23F-0035V**  
For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

**CONTRACT PERIOD:**  **FEBRUARY 26, 2019 – FEBRUARY 25, 2024**  
**PRICELIST CURRENT THRU MOD #PS-0029 EFFECTIVE 3/26/2020**

**CONTRACTOR:**  **ERLUKE CONSULTING, LLC**
710 RIVIERA DUNES WAY
PALMETTO, FL 34221

Point of Contact:  
Eric Lukavec  
e-mail: erluk econsulting@gmail.com  
Tel: 941-720-1820  
Web: www.erlu ke.com

**Business Size:**  **Small**

Prices Shown Herein are Net (discount deducted)
CUSTOMER INFORMATION

1a Awarded SIN: 541219

<table>
<thead>
<tr>
<th>Budget and Financial Management Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Order Level Materials (OLMs)</td>
</tr>
</tbody>
</table>

1b Lowest Priced Item: N/A

1c Hourly Rates: See Page 3

2 Maximum Order: $1,000,000 - 541219

3 Minimum Order: $100

4 Scope of Delivery: Domestic

5 Point of Production: Palmetto, FL (Manatee County)

6 Discounts: Government Net Prices (discounts already deducted.)

7 Volume Discounts: None

8 Prompt Payment: 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: None

10 Delivery Time:
   a. Normal: To Be Determined at the Task Order Level
   b. Expedited: To Be Determined at the Task Order Level
   c. Overnight & 2-day delivery: To Be Determined at the Task Order Level
   d. Urgent Requirements: To Be Determined at the Task Order Level

11 FOB: Destination

12a Ordering Address: Same as Contractor address

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: Same as Contractor address

14 Warranty: Standard Commercial Warranty Terms and Conditions

15 Export packing charges, if applicable: N/A

16 Terms and conditions of rental, maintenance, and repair (if applicable): N/A
Terms and conditions of installation (if applicable): N/A

Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

Terms and conditions for any other services (if applicable): N/A

List of service and distribution points (if applicable): N/A

List of participating dealers (if applicable): N/A

Preventive maintenance (if applicable): N/A

Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A

Section 508 Compliance for EIT: N/A

Unique Entity Identifier (UEI) Number: PH2FQ2PKXJ85

Notification regarding registration in SAM database: Contractor has an Active Registration in the SAM database. (Cage: 48Z46)

About Us
ERLUKE Consulting is a certified SBA service-disabled veteran-owned government financial management business established in 2004. Our team consists of officers with military comptroller experience and executives with Management and IT consulting services. Our expertise is in providing government agencies with professional and administrative support services.

GSA Pricing

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Program Manager</td>
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<td>$170.41</td>
<td>$173.82</td>
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<td>$136.02</td>
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<td>$69.43</td>
<td>$70.81</td>
<td>$72.23</td>
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<td>$152.73</td>
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<td>$158.90</td>
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<td>$60.53</td>
<td>$61.74</td>
<td>$62.98</td>
<td>$64.24</td>
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</table>

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

Labor Category Descriptions

PROGRAM MANAGER

**Minimum Experience:** 15(+) years of experience working in the areas of human resource management, program and budget management, logistic management, or operations management.

**Functional Responsibilities:** Plans, coordinates, and directs program designed to ensure required continuous capabilities are provided consistent with established standards, goals, objectives and available resources. Supervises the services provided and ensures that the program is scheduled, funded, and executed in a professional manner from project beginning to conclusion. Synchronizes all aspects of program: personnel, training, sustainment and funding. Develops and analyzes statistical data and capability specifications to ensure quality and reliability expectancy of capability. Formulates and maintains quality control objectives. Coordinates objectives and procedures with functional managers to maximize capability and minimize costs. Directs, through intermediate personnel, workers engaged in inspection and testing activities to ensure continuous control over resources. Plans, promotes, and oversees training activities to maintain capability. Develops and executes program plans and prioritizes and program future and current year resources, de-conflicts resourcing shortfalls; projects funding streams for elements of cost; monitors program budget execution; and provides time-sensitive assessments and recommendations.

**Minimum Education:** Graduate Degree (MA/MS). Thorough knowledge of the DoD Planning, Programming, Budgeting and Execution (PPBE) system.

SENIOR TRAINING SPECIALIST

**Minimum Experience:** 10 years specific training or teaching experience in human resource management, logistic management and financial and program management.

**Functional Responsibilities:** Develops long-range, mid-term, and short-range training strategies that will effectively link ends, ways, and means (end-state, methods, and resources) for achieving strategic and operational training objectives; Develops, drafts, and coordinates campaign, operational, and concept plans that provide the roadmap for executing a defined training strategy; Reviews, provides analysis, and makes recommendations on existing training strategies and plans. Conducts instruction in the core competency of human resource management, logistic management and financial and program management.

**Minimum Education:** Undergraduate Degree (BA/BS) in education, human resource management, management, or finance.
TRAINING SPECIALIST

**Minimum Experience:** 5 years specific experience in one of the following areas: human resource management, budget and financial management, business management.

**Functional Responsibilities:** Conducts task analysis to determine training requirements; Reviews and assesses training programs of instruction (POIs) to ensure organizational training objectives are achieved; and develops POIs and provides instruction. Reviews, and provides analysis on existing training strategies and plans. Develops and prepares operational and training briefings in support of an organization's operational functions. Duties include assisting in curriculum development, research subject matter material, and assisting in the preparation of subject presentation.

**Minimum Education:** Undergraduate Degree (BA/BS). Must have knowledge of Microsoft word, power point, and excel.

DATA TECHNICIAN/COST ANALYSIS/BUDGET ANALYST

**Minimum Experience:** Work experience required in cost budget, or schedule analysis as well as a demonstrated capability to organize, integrate, and manage multi-disciplined program tasks.

**Functional Responsibilities:** Entry level position. Assists in conducting Program Management to achieve program objectives, to include: developing program plans; prioritizing resources, de-conflicting funding shortfalls, monitoring Program Budget Execution, providing assessments, and preparing necessary documentation. Uses Government accounting systems to perform analysis of programs providing cost, budget, and schedule analysis including preparation of financial and management reports. Data technicians prepare cost estimates from collected cost and technical data, develop estimating methods to include modeling and statistical analysis. Data technicians work under the direct supervision of Program Manager, Senior Training Specialist, Functional area specialist or the Subject Matter experts.

**Minimum Education:** Bachelor's degree in business, computer science or mathematics.

SUBJECT MATTER EXPERT LEVEL V

**Minimum Experience:** 15 years of general experience at the corporate level with general competencies in the business areas of programming and budget, human resources, strategic planning, and marketing. Also requires knowledge of integrating all business aspects into a functional operation.

**Functional Responsibilities:** Develops long-range, mid-term, and short-range strategies that will effectively link ends, ways, and means (end-state, methods, and resources) for achieving organizational strategic and operational objectives; develops, drafts, and coordinates campaign, operational, and concept plans that provide the roadmap for executing a defined strategy; and provides analysis, and makes recommendations on existing strategies and plans. Identifies required Interagency coordination: assesses and develops required interagency partnerships to achieve strategic and operational objectives, ensures continued interagency coordination to maintain necessary situational awareness and operational effectiveness, and provides access and conduct liaison with state and federal interagency partners. Additionally, provides operational expertise to ensure effective integration of communications technologies, and assists in development of architectures that support
emerging Homeland Security (HLS) requirements for federal, state, and local real-time communications.

**Minimum Education:** Graduate Degree (MA/MS) in business management, public administration, or human resource management. Certification in Financial Management or Accounting can substitute for five years of experience.

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### SUBJECT MATTER EXPERT LEVEL IV

**Minimum Experience:** 10 years of general experience at the corporate level with general competencies in the business areas of programming and budget, human resources, strategic planning, and marketing. Also requires knowledge of integrating all business aspects into a functional operation.

**Functional Responsibilities:** Identifies required interagency coordination: assesses and develops required interagency partnerships to achieve strategic and operational objectives, ensures continued interagency coordination to maintain necessary situational awareness and operational effectiveness, and provides access and conduct liaison with state and federal interagency partners. Conducts assessments to determine organizationally required capabilities based on a systemic strategy, develops and implements processes that prioritize required capabilities based on available resources; coordinates, synchronizes, and oversees programmatic initiatives, and assists in conducting Program Management reviews in order to achieve Structured Force Development. Guides users in formulating programs that effectively achieve the goals and objectives of an organization. Assists Program manager or other subject matter experts in development of architectures that support emerging Homeland Security (HLS) requirements for federal, state, and local real-time communications.

**Minimum Education:** Undergraduate Degree (BA/BS). Certification in Financial Management or Accounting can substitute for five years of experience.

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### FUNCTIONAL AREA SPECIALIST

**Minimum Experience:** 3 years at the corporate level with specific competencies in the business areas of either one or more of the following: program and budget, financial management, human resource management and education.

**Functional Responsibilities:** Works independently or under general direction on complex application problems involving all phases of functional (statistical) analysis to provide resolution. Provides direct support to consultants and other senior personnel conducting consulting activities utilizing creativity and sound judgment involving unusual and complex management and technical problems. Fully capable of performing all functions of Planning, Programming, Budget and Execution (PPBE), financial operations and understanding capabilities of proposed models. Provides expert level guidance on assigned task management process. Must have requisite skills and expertise to pull together and explain daily, weekly and monthly status of funds reports. These reports are normally in the financial management or manpower analysis areas. Functional Area Analyst must have expertise in Acquisition Planning documentation, Performance Work Statements (PWS) and Acquisition Strategies. May provide supervision to other staff. Develops and updates operating manuals outlining established methods of performing work in accordance with organizational policy.
**Minimum Education:** Undergraduate Degree (BA/BS).

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**Project Manager**

**Minimum Experience:** 3 years’ experience in cost budget, or schedule analysis as well as a demonstrated capability to organize, integrate, and manage multi-disciplined program tasks.

**Functional Responsibilities:** Works independently or as part of a team on program budget, financial management, manpower or equipment allocation processes. Provides cost estimates and financial management processes to ensure proper stewardship of public funds. Project managers define the project’s scope and determine available resources. Project managers set time estimates and maintains effective communication status of projects to clients. Project managers keep projects within its set budget, meeting client’s expectations and avoiding budget overruns. Project managers identify and evaluate potential risks. Project managers ensure proper documentation by writing present comprehensive reports documenting all project requirements including the projects’ history, what was done, who was involved, and what could be done better in the future.

**Minimum Education:** Bachelors and 2 years’ experience or High School with 10 years of military/federal government experience.

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**Education Substitution Table**

Additional education over minimum required in any labor category may be substituted for required years of experience as follows:

<table>
<thead>
<tr>
<th>Required Education</th>
<th>Actual Education</th>
<th>Credit for Additional Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor’s Degree</td>
<td>Master’s Degree</td>
<td>2 years</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>Master’s Degree &amp; Professional Certification</td>
<td>4 years</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>Ph.D.</td>
<td>6 years</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>Ph.D. &amp; Professional Certifications</td>
<td>8 years</td>
</tr>
</tbody>
</table>

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**Experience Substitution Table**

Additional years of experience over the minimum required in any labor category may be substituted for required education as follows:

<table>
<thead>
<tr>
<th>Required Education</th>
<th>Actual Education</th>
<th>Additional Experience Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor’s Degree</td>
<td>HS/GED</td>
<td>6 years</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>HS/GED &amp; Professional Certification</td>
<td>4 years</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>Associate’s Degree</td>
<td>4 years</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>Associate’s Degree &amp; Professional Certifications</td>
<td>2 years</td>
</tr>
</tbody>
</table>