

Federal Supply Service
Authorized Federal Supply Schedule Price List

Professional Engineering Services (PES)

GSA Contract Number: GS-10F-077BA

Contract Period: 29 January 2014 through 28 January 2019



810 Potomac Ave, SE, Suite 202

Washington, DC 20003

Phone: (202) 506-3962

Fax: (443) 986-9426

www.cardinalengineeringllc.com

The Prices Shown Herein are Net (discount deducted)

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through **GSA Advantage!**[™], a menu-driven database system. The INTERNET address for **GSA Advantage!**[™] is: **<http://www.GSAAdvantage.gov>**.

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at **<http://www.gsa.gov/schedules-ordering>**

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Scope of Schedule 871, Professional Engineering Services (PES)

This Professional Engineering Services (PES) contract is available to all authorized federal government agencies as a source of professional engineering services provided by Cardinal Engineering, LLC under the following SINs:

SIN 871-1/871-1RC Strategic Planning for Technology

Services required under this SIN involve the definition and interpretation of high level organizational engineering performance requirements such as projects, systems, missions, etc., and the objectives and approaches to their achievement. Typical associated tasks include, but are not limited to an analysis of mission, program goals and objectives, program evaluations, analysis of program effectiveness, requirements analysis, organizational performance assessment, special studies and analysis, training, and consulting.

SIN 871-2/871-2RC Concept Development and Requirements Analysis

Services required under this SIN involve abstract or concept studies and analysis, requirements definition, preliminary planning, the evaluation of alternative technical approaches and associated costs for the development of enhancement of high level general performance specifications of a system, project, mission or activity. Typical associated tasks include, but are not limited to requirements analysis, cost/cost performance trade-off analysis, feasibility analysis, developing and completing fire safety evaluation worksheets as they relate to professional engineering services, regulatory compliance support, technology/system conceptual designs, training, and consulting.

SIN 871-3/871-3RC System Design, Engineering and Integration

Services required under this SIN involve the translation of a system (or subsystem, program, project, activity) concept into a preliminary and detailed design (engineering plans and specifications), performing risk identification/analysis, mitigation, traceability, and then integrating the various components to produce a working prototype or model of the system. Typical associated tasks include, but are not limited to computer-aided design, e.g. CADD, design studies and analysis, design review services, shop drawing review services, submittal review services, conducting fire protection facility surveys, developing risk reduction strategies and recommendations to mitigate identified risk conditions, fire modeling, performance-based design reviews, high level detailed specification and scope preparation, configuration, management and document control, fabrication, assembly and simulation, modeling, training, and consulting.

SIN 871-4/871-4RC Test and Evaluation

Services required under this SIN involve the application of various techniques demonstrating that a system (subsystem, program, project or activity) performs in accordance with the objectives outlined in the original design. Typical associated tasks include, but are not limited to testing of a prototype, first article(s) testing, environmental testing, performing inspections and witnessing acceptance testing of fire protection and life safety systems as they relate to professional engineering services, independent verification and validation, reverse engineering, simulation and modeling (to test the feasibility of a concept), system, quality assurance, physical testing of the product system, training, and consulting.

SIN 871-6/871-6RC Acquisition and Life Cycle Management

Services required under this SIN involve all of the planning, budget, contract and systems/program management functions required to procure and or/produce, render operational and provide life cycle support (maintenance, repair, supplies, engineering specific logistics) to (technology based) systems, activities, subsystems, projects, etc. Typical associated tasks include, but are not limited to operation and maintenance, evaluation of inspection, testing, and maintenance program for fire protection and life safety systems, program/project management, technology transfer/insertion, training and consulting.

Cardinal Engineering – Professional Engineering Services

Cardinal Engineering provides engineering expertise to government and industry customers, developing systems that operate in the world’s oceans. Working with the United States Navy and the Department of Energy, we are helping to achieve critical national missions related to the security and well-being of our homeland. We are experienced in every phase of engineering projects, from concept formulation to deployment and operation. We provide superior, reliable, innovative and cost-effective engineering solutions while delivering unbiased technical and management expertise. We maintain long-term relationships based on excellence and dependability.

The following services are offered by Cardinal Engineering under our Professional Engineering Services contract:

Services Offered	Description
Navy Ship and Submarine Shock Survivability	<ul style="list-style-type: none"> • Design and analysis for underwater explosion (UNDEX), airblast, and implosion effects • Finite Element Modeling (FEM) and Analysis (FEA) • Dynamic Design Analysis Method (DDAM) • Development of shock test plans and procedures • On-site test operation, analysis, and management support • Technical services related to shock qualification of equipment by test, extension and analysis (MIL-S-901) • Specification compliance, review and development
Structural Engineering	<ul style="list-style-type: none"> • Static, dynamic and transient analysis of structures • Composite and hybrid materials • DDAM and UNDEX analysis • Weapons effects and extreme events analysis • Modal analysis • Fluid-structure interaction analysis • FEA using 2-D, 3-D & Super-Elements • Hydrostatic pressure analysis • Fatigue analysis
Fluid Mechanics	<ul style="list-style-type: none"> • Hydrodynamic Noise Reduction • Appendage Flow Fields • Fluid Structure Interaction effects

Services Offered	Description
Shipboard Power and Energy Systems	<ul style="list-style-type: none"> • Engineering services for Surface Ship and Submarine Power and Energy Systems <ul style="list-style-type: none"> – Systems engineering – Power systems architecture development and analysis – Power conversion, distribution and generation systems – Power quality assessment and analysis – Energy storage systems – Advanced control system design and implementation – Technology demonstration design, testing, analysis and documentation • Integration and Impact Assessment of Pulsed/High Energy Loads on Shipboard Power Systems <ul style="list-style-type: none"> – Electromagnetic Rail Guns – Directed Energy Weapons – Advanced Sensors
Propulsor Systems	<ul style="list-style-type: none"> • Design and Performance Predictions <ul style="list-style-type: none"> – Vibration and radiated noise – Unsteady forces – Near-field unsteady pressures – Acoustic signatures – Computational methods including Finite Element Modeling (FEM) and Strip Theory Analysis • Propulsor Manufacturing Oversight
Marine Renewable Energy	<ul style="list-style-type: none"> • Marine Energy Converters <ul style="list-style-type: none"> – Technology development roadmapping – Development of international standards for marine energy converters – Techno-Economic analysis – Survivability and Reliability • Environmental Effects Analysis • Ocean Thermal Energy Conversion (OTEC) • Offshore Wind

Ordering Guide for Our Customers

A federal supply schedule, also known as a Multiple Award Schedule (MAS) is a listing of Contractors that have been awarded a contract by GSA. Federal agencies can use the Professional Engineering Services (PES) schedule to order services. The federal supply schedule program mirrors commercial buying practices more than any other procurement process in the federal government. The pricing offered on this schedule is the same as offered to commercial customers. GSA has determined that the pricing offered is fair and reasonable.

Contract Number: GS-10F-077BA

Contract Period: 29 January 2014 to 28 January 2019

Contractor's Name: Cardinal Engineering LLC

Contractor's Address: 810 Potomac Ave, SE, Suite 202, Washington DC 20003

Phone Number: (202) 506-3962

Business Size: Small Business

1a. SIN Item Description:

SIN 871-1/871-1RC Strategic Planning for Technology Programs/Activities

SIN 871-2/871-2RC Concept Development and Requirements Analysis

SIN 871-3/871-3RC System Design, Engineering and Integration

SIN 871-4/871-4RC Test and Evaluation

SIN 871-6/871-6RC Acquisition and Life Cycle Management

1b. Identification of the lowest priced model number: N/A

1c. Labor Category Rates and Descriptions: See Pages 12-18

2. Maximum Order: \$1,000,000

3. Minimum Order: \$100

4. Geographic Coverage (delivery area): Worldwide

5. Point(s) of production (city, county, and State or foreign country): N/A

6. Discount from list prices or statement of net price: Prices on Page 12 include discount

7. Quantity discounts: N/A

8. Prompt payment terms: 0.50% Net 10

9a. Notification whether Government purchase cards are accepted at or below the micro-purchase threshold: No

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: No

10. Foreign items: N/A

11a. Time of delivery: N/A

11b. Expedited Delivery: N/A

11c. Overnight and 2-day delivery: N/A

11d. Urgent Requirements: N/A

12. F.O.B. point(s): N/A

13a. Ordering Address: Cardinal Engineering, LLC
213 Duke of Gloucester Street
Annapolis, MD 21401
Email: dsaunders@cardinalengineeringllc.com

13b. Ordering Procedures: For services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) and a sample BPA can be found at the GSA/FSS schedule homepage (fss.gsa.gov/schedules).

14. Payment Address: Cardinal Engineering, LLC
213 Duke of Gloucester Street
Annapolis, MD 21401
Email: dsaunders@cardinalengineeringllc.com

15. Warranty Provision: Standard Commercial

16. Export packing charges: N/A

17. Terms and conditions of Government purchase card acceptance: N/A

18. Terms and conditions of rental, maintenance, and repair: N/A

19. Terms and conditions of installation: N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: N/A

20a. Terms and conditions for any other services: N/A

21. List of service and distribution points: N/A

22. List of participating dealers: N/A

23. Preventative maintenance: N/A

24a. Special attributes such as environmental attributes: N/A

24b. Section 508 compliance: N/A

25. Data Universal Numbering System (DUNS) #: 962173261

26. Notification regarding registration in the CCR: CCR (SAM) registration is valid through 21 April 2016

SCA Applicability Statement:

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Schedule and all services provided. While no specific labor categories have been identified as being subject to 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 SCA eligible labor categories. If and/or when the contractor adds SCA labor categories/employees to the contract through the modification process, the contractor will inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number. Failure to do so may result in cancellation of the contract.

Summary of How to Use GSA Schedules

This GSA Professional Engineering Services (PES) Schedule can be easily utilized to gain access to contractors for required services. Task Orders may be put in place quickly and efficiently by the Ordering Agency Contracting Officer. This summary reflects the ordering procedures provided in the following section.

Step 1- Identify the Requirement: The Technical or Project Officer identifies a requirement and prepares a Statement of Work (SOW). This is sent to the contracting office that the agency will use. This contracting office can be within its own agency, an outside agency, or a GSA Regional contracting office.

Step 2a - Placing Small Task Orders of \$2,500 or Less: A Task Order may be placed directly with the GSA Schedule holder chosen to perform the effort, by the Ordering Agency.

OR

Step 2b - Larger Task Orders Over \$2,500: The Technical or Project Officer prepares a Request for Quotation (RFQ) for the contracting office. This RFQ can use a simplified format for a contractor to respond to items such as experience, project schedule, cost, staffing, technical and/or logistics support requirements. Often the RFQ is tailored to minimize the effort expended by the contractors. The RFQ should be sent to three approved GSA PES schedule holders offering the required services.

Step 3 - Contractors Submit Proposals: Proposals may include cost, schedule, staffing, logistics concerns and technical requirements requested by the Ordering Agency to provide the requirements of the GSA Special Item Numbers (SIN) being requested under the Schedule. Oral presentations are encouraged by GSA. Resumes are usually only provided upon specific request of the Ordering Agency.

Step 4 - Evaluate Proposals and Select a Contractor(s): The Technical or Project Officer and the Contracting Officer evaluate the responses received and make contractor selection(s) based upon the best value. At times, the Ordering Agency may select multiple contractors or possibly a teaming arrangement of contractors. The Ordering Agency may even select several contractors to provide certain portions of the project using different GSA schedules.

Step 5 - Placing a Task Order with the Contractor(s): Once the Ordering Agency has selected its best value contractor(s), a Task Order may be issued to them immediately.

For more details on ordering services, go to <http://fss.gsa.gov/schedules> and under Publications see “Multiple Award Schedules Program Owner's Manual.”

Sample Blanket Purchase Agreement Form

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULE/DATES
_____	_____
_____	_____

(3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Task/Delivery Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the task/delivery order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

Cardinal Engineering Labor Category Rates

The following rates apply to all SINs and are effective as of 05 June 2015:

Labor Category	Gov't or Contractor Site	Hourly Rate
Associate Engineer I	Both	\$78.92
Associate Engineer II	Both	\$96.81
Engineer I	Both	\$116.17
Engineer II	Both	\$133.97
Senior Engineer I	Both	\$146.74
Senior Engineer II	Both	\$161.02
Principal Engineer I	Both	\$172.69
Principal Engineer II	Both	\$186.82
Program Manager I	Both	\$208.17
Program Manager II	Both	\$229.99
Financial Analyst I	Both	\$90.93
Financial Analyst II	Both	\$112.09

Cardinal Engineering Labor Category Descriptions

ASSOCIATE ENGINEER I

Functional Responsibilities - Entry level engineer that supports senior technical personnel and project managers in various technical activities related to engineering tasking. Applies standard technical concepts, techniques, and procedures to provide assistance in the development of technical products. Performs basic engineering work in analysis, design, development, evaluation, planning, testing and operation in support of task objectives. Receives close supervision from management, and technical guidance and training from more experienced technical staff. All work is reviewed thoroughly by senior technical staff to ensure it meets objectives.

Minimum Years of Experience - 0

Minimum Education/Degree Requirements - Bachelor's degree in engineering or a related scientific discipline.

Mandatory training or certification requirements - None

ASSOCIATE ENGINEER II

Functional Responsibilities - Entry level engineer that supports senior technical personnel and project managers in various technical activities related to engineering tasking. Applies standard technical concepts, techniques, and procedures to provide assistance in the development of technical products. Performs basic engineering work in analysis, design, development, evaluation, planning, testing and operation in support of task objectives. Receives close supervision from management, and technical guidance and training from more experienced technical staff. All work is reviewed thoroughly by senior technical staff to ensure it meets objectives.

Minimum Years of Experience - 2

Minimum Education/Degree Requirements - Bachelor's degree in engineering or a related scientific discipline.

Mandatory training or certification requirements - None

ENGINEER I

Functional Requirements - Lower/mid-level engineer that supports senior technical personnel and project managers in various technical activities related to engineering tasking. Provides some technical guidance and oversight to entry level technical staff. Applies standard technical concepts, techniques, and procedures to provide assistance in the development of technical products. Performs basic engineering work in analysis, design, development, evaluation, planning, testing and operation in support of task objectives. Receives general supervision from management, and technical guidance and training from more experienced technical staff. Work is reviewed regularly by senior technical staff to ensure it meets objectives.

Minimum Years of Experience - 3

Minimum Education/Degree Requirements - Bachelor's degree in engineering or a related scientific discipline

Mandatory training or certification requirements – None

ENGINEER II

Functional Requirements - Lower/mid-level engineer that supports senior technical personnel and project managers in various technical activities related to engineering tasking. Provides some technical guidance and oversight to entry level technical staff. Applies standard technical concepts, techniques, and procedures to provide assistance in the development of technical products. Performs basic engineering work in analysis, design, development, evaluation, planning, testing and operation in support of task objectives. Receives general supervision from management, and technical guidance and training from more experienced technical staff. Work is reviewed regularly by senior technical staff to ensure it meets objectives.

Minimum Years of Experience - 4

Minimum Education/Degree Requirements - Bachelor's degree in engineering or a related scientific discipline

Mandatory training or certification requirements - None

SENIOR ENGINEER I

Functional Responsibilities - Upper/mid-level engineer that works with senior technical personnel and project managers in the planning and execution of project technical activities. Applies advanced technical concepts, techniques, and procedures to lead a project team in the accomplishment of task objectives. Receives general supervision from management, and limited technical guidance and training from more experienced technical staff. Regularly provides technical guidance and oversight to more junior technical staff. Plans, results, and work products are reviewed periodically by senior technical staff. Prepares and reviews input to technical reports, status reports, letters, technical memoranda, contract reports and formal briefings.

Minimum Years of Experience - 7

Minimum Education/Degree Requirements - Bachelor's degree in engineering or a related scientific discipline

Mandatory training or certification requirements - None

SENIOR ENGINEER II

Functional Responsibilities - Upper/mid-level engineer that works with senior technical personnel and project managers in the planning and execution of project technical activities. Applies advanced technical concepts, techniques, and procedures to lead a project team in the accomplishment of task objectives. Receives general supervision from management, and limited technical guidance and training from more experienced technical staff. Regularly provides technical guidance and oversight to more junior technical staff. Plans, results, and work products are reviewed periodically by senior technical staff. Prepares and reviews input to technical reports, status reports, letters, technical memoranda, contract reports and formal briefings.

Minimum Years of Experience - 10

Minimum Education/Degree Requirements - Bachelor's degree in engineering or a related scientific discipline

Mandatory training or certification requirements - None

PRINCIPAL ENGINEER I

Functional Responsibilities - Senior-level engineer that works directly with senior technical personnel, program managers and company management in the planning, oversight, execution, and evaluation of multiple complex technical solutions in support of program technical activities. Performs complex and advanced engineering work in design, evaluation, planning, testing and operation in support of technical objectives for one or more programs. Provides technical advisory and consulting expertise to programs and projects under development, acting as a recognized authority in the appropriate scientific field. Provides engineering subject matter expertise, guidance and work leadership to technical staff and other internal groups. Serves as a technical specialist for the organization in the application of advanced theories, concepts, principles, and processes. Works closely with customer personnel in providing solutions to complex problems and provides advice on technical issues. Provides technical guidance and mentoring to lower level technical staff.

Minimum Years of Experience - 12

Minimum Education/Degree Requirements - Master's degree in engineering or a related scientific discipline.

Mandatory training or certification requirements – None

Degree Substitution – Bachelor's degree in same discipline with 12 years plus an additional 4 years' experience.

PRINCIPAL ENGINEER II

Functional Responsibilities - Senior-level engineer that works directly with senior technical personnel, program managers and company management in the planning, oversight, execution, and evaluation of multiple complex technical solutions in support of program technical activities. Performs complex and advanced engineering work in design, evaluation, planning, testing and operation in support of technical objectives for one or more programs. Provides technical advisory and consulting expertise to programs and projects under development, acting as a recognized authority in the appropriate scientific field. Provides engineering subject matter expertise, guidance and work leadership to technical staff and other internal groups. Serves as a technical specialist for the organization in the application of advanced theories, concepts, principles, and processes. Works closely with customer personnel in providing solutions to complex problems and provides advice on technical issues. Provides technical guidance and mentoring to lower level technical staff.

Minimum Years of Experience - 15

Minimum Education/Degree Requirements - Master's degree in engineering or a related scientific discipline.

Mandatory training or certification requirements – None

Degree Substitution – Bachelor's degree in same discipline with 15 years plus an additional 4 years' experience.

PROGRAM MANAGER I

Functional Responsibilities - Defines, develops, organizes, monitors and coordinates project plans. Provides technical leadership and direction to technical staff in the definition, organization, and the performance of assigned engineering or software engineering projects. Reviews reports and briefings prepared by technical staff for quality. Prioritizes workload and determines staffing levels and adjustments in staffing. Authors the documentation required for project management. Leads technical discussions for project reviews. Regularly meets with and updates customer on project status. Prepares and delivers formal briefings. Develops and monitors project plans ensuring project outputs are delivered within funding. Develops time and cost estimates. Establishes and maintains effective relationships with customer and other outside agencies. Ensures that appropriate training is delivered to the project staff. Integrates program management activities with other areas in support of the overall goals of the organization. Provides an environment of technical and business growth within the company. Maintains a staffing level to ensure technical quality and appropriate experience levels are consistent with current and projected project activities.

Minimum Years of Experience – 20 years of related technical experience including at least 10 years of Project Management experience

Minimum Education/Degree Requirements - Master's degree in engineering or a related scientific discipline.

Mandatory training or certification requirements - None

PROGRAM MANAGER II

Functional Responsibilities - Defines, develops, organizes, monitors and coordinates project plans. Provides technical leadership and direction to technical staff in the definition, organization, and the performance of assigned engineering or software engineering projects. Reviews reports and briefings prepared by technical staff for quality. Prioritizes workload and determines staffing levels and adjustments in staffing. Authors the documentation required for project management. Leads technical discussions for project reviews. Regularly meets with and updates customer on project status. Prepares and delivers formal briefings. Develops and monitors project plans ensuring project outputs are delivered within funding. Develops time and cost estimates. Establishes and maintains effective relationships with customer and other outside agencies. Ensures that appropriate training is delivered to the project staff. Integrates program management activities with other areas in support of the overall goals of the organization. Provides an environment of technical and business growth within the company. Maintains a staffing level to ensure technical quality and appropriate experience levels are consistent with current and projected project activities.

Minimum Years of Experience – 25 years of related technical experience including at least 15 years of Project Management experience

Minimum Education/Degree Requirements - Master's degree in engineering or a related scientific discipline.

Mandatory training or certification requirements - None

FINANCIAL ANALYST I

Functional Responsibilities - Mid-level financial analyst provides financial support to Project Managers including reporting on actual cost vs. budgeted cost during project execution, provides original cost and project estimates, monitors spend plans, and provides general financial assistance to technical staff in support of project management. Assistance to management is also provided in the production of monthly financial reports. The goal of a financial analyst is to assist management in ensuring services and products are provided to customers on-time and within budget.

Minimum Years of Experience – 5

Minimum Education/Degree Requirements - Bachelor's degree in administrative or financial discipline.

Mandatory training or certification requirements – None

FINANCIAL ANALYST II

Functional Responsibilities - Senior-level financial analyst provides financial support to all levels of management including reporting on actual cost vs. budgeted cost during project execution, provides original cost and project estimates, monitors spend plans, and provides general financial assistance to technical staff in support of project management. Assistance to management is also provided in the production of monthly financial reports. The goal of a financial analyst is to assist management in ensuring services and products are provided to customers on-time and within budget. Financial analysis services at this level are provided at the overall customer level to support a series of projects. Senior level Financial Analysts will also train and mentor mid-level Financial Analysts.

Minimum Years of Experience – 10

Minimum Education/Degree Requirements - Bachelor's degree in administrative or financial discipline.

Mandatory training or certification requirements – None