

# BEACON

**Beacon Broadband Inc.** 

**Request for Proposals (RFP)** 

# REQUEST FOR PROPOSAL (RFP) Splicing, Testing, and Documentation Fiber-to-the-Home project serving the Southwest Oregon Coast

Proposal Submission Deadline: February 28th, 2025

Submit responses to:

#### **PHYSICAL ADDRESS**

PO Box 999, Brookings, OR 97415 16147 Hwy 101, Brookings, OR 97415

# Preston Young Director of Operations

Phone: (541) 661-7182 prestony@beaconbroadband.com

and

Tyler Wilson OSP Manager

Phone: (541) 551-5621 tylerw@beaconbroadband.com

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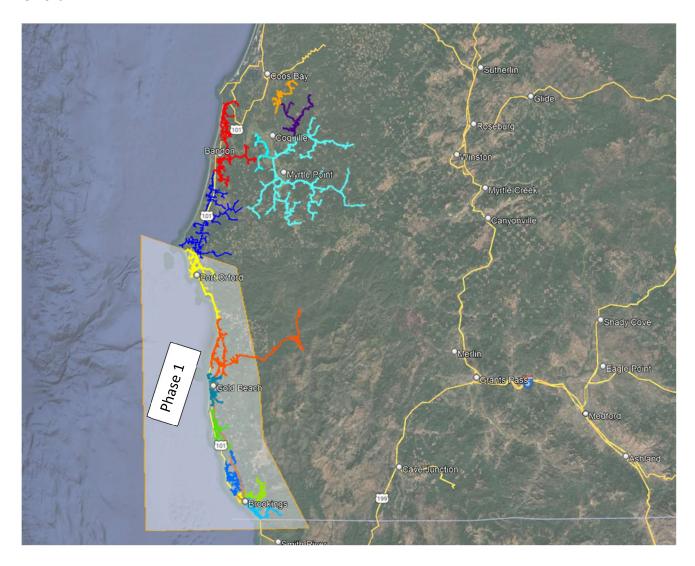


# **INTRODUCTION**

Beacon Broadband, Inc. (BBI) is seeking proposals from qualified firms/individuals (respondents or contractors) to construct an FTTH project for approximately 650 miles of fiber backhaul and middle mile. This RFP is for the splicing, testing, and documentation of the fiber strands used in phase 2.

# **BACKGROUND**

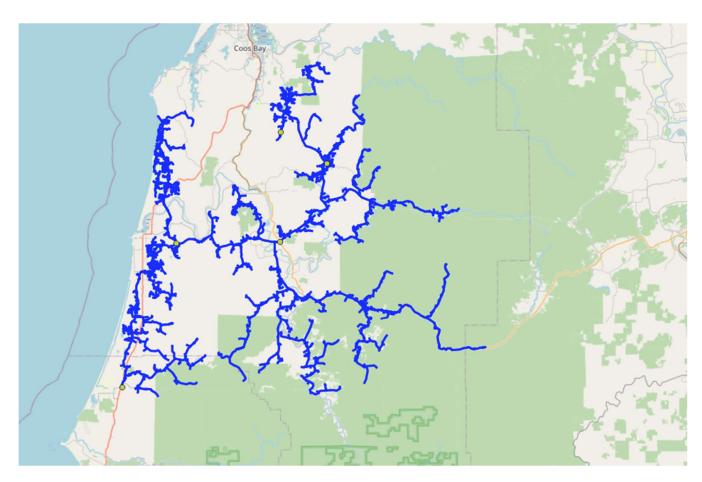
Beacon Broadband is a subsidiary of Coos-Curry Electric Cooperative, Inc. (CCEC), a power coop operating in southwest Oregon from eastern Coos County to the coast to the California border. Beacon was started to provide all CCEC members with high-speed broadband, via an FTTH. The CCEC footprint can be seen below. Phase 1 is 90% complete from Brookings to Port Orford.





# **Phase 2: Estimated Footprint**

Phase 2 encompasses approximately 600 miles of new construction passing an estimated 12,000 homes. Funding for the construction, including splicing, comes from multiple sources, BDP, RDOF, Reconnect 5, and self-funding. The pay rates and reporting requirements associated with the grants vary between them, BDP being the only federal grant requiring prevailing wage. It is expected that the respondents will either bid on only prevailing wage work or provide two separate rates when working on the differently funded areas. Prevailing wage work in Phase 2 is approximately 434 miles serving about 1250 residents and business and comprises most of the length while the other funding covers the majority of the location passings and most of the middle mile and terminal (OFDC) splicing.





#### Schedule

The anticipated schedule for this RFP is:

RFP Advertisement Date	02/05/2025
Optional Site Visit	02/11/2025 or 02/19/2025
RFP Questions Due	02/20/2025
RFP Question Responses Due	02/24/2025
RFP Due Date	02/28/2025

# Proposals must be received at the address below with the following conditions:

Mailing address: Beacon Broadband Construction RFP

PO Box 999

Brookings, OR 97415

Email address: prestony@beaconbroadband.com

tylerw@beaconbroadband.com rebeccaf@beaconbroadband.com

- A. One (1) electronic copy of the proposal in PDF format (formatted to print on 11x17 page size paper) must be submitted on a flash drive, or emailed, by N/A.
- B. This RFP is not intended and shall not be construed to commit Beacon Broadband to pay any costs incurred in connection with any proposal or to procure or contract with any firm.
- Respondents may be required to give an oral presentation to Beacon Broadband to clarify or elaborate on their written proposal. Those Respondents will be notified to arrange specific times.
- D. Beacon Broadband will only contract with firms that do not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability, marital status, sexual orientation, citizenship status or any other status protected by the State of Oregon and Federal laws.



E. BBI may reject any or all proposals, or any part thereof, submitted in response to this RFP and reserves the right to waive formalities if such action is deemed to be in the best interest of Beacon Broadband. Beacon Broadband reserves the right to request additional information from any respondent.

#### **SCOPE OF WORK**

The scope of work is meant to act as a guideline, and it is the respondent's responsibility to propose a scope of work and provide the work necessary to complete it.

The following is a description of the services to be performed and completed by the selected vendor:

#### A. Scope

The contractor is responsible for providing all services to meet the needs of this RFP including all equipment, labor, incidentals, consumables and understanding to complete the project in full.

Main aspects of the project include but are not limited to the following:

- IMPORTANT TO NOTE: BBI HAS A VERY TIGHT 15 MONTH CONSTRUCTION, 17
  MONTH SPLICING, TESTING, AND DOCUMENTING, AND A 19 MONTH DROP
  AND INSTALL COMPLETION TIMELINE. ALL ACTIVITIES FOR BDP (ARPA)
  FEDERAL GRANT MUST BE COMPLETED BY SEPTEMBER 2026.
- Approximately 434 miles of this project are part of the Federal grants and will require prevailing wage compliance.
- Provide all services, labor, splicing, testing, documentation, and equipment necessary to complete the project including splicing, testing, and documentation of all strands of fiber associated with phase 2.
- BBI shall provide centralized warehousing of materials and construction equipment to complete the project. The respondent will be responsible for any lay-up yards.
- All construction must follow the NESC or ANSI standard C2 for telecom.



- Cable shall be pulled with as few cuts as reasonably possible, not at every handhole, vault, or manhole. A minimum of 50' slack loop will be in every underground location and 10% aerial footage every 5 spans or 2000', whichever is less.
- B. Splicing Specifications
  See appendix A for all splicing specifications and expectations.
- C. Design assumptions and notes
  - Backhaul is a 288 FOC or smaller
  - All underground will be a single 2" HDPE
  - There is a good amount of granite
  - The aerial construction will be a mix of ADSS, strand, and lash, with the majority being strand and lash.
  - There are blanket permits for USFS, BLM, Coos-Curry Electric, and Coos and Curry Counties

## D. Materials

All materials used for this project will be provided by BBI and delivered to the most convenient location along the delivery route. Respondent will be responsible for all consumables.

Materials stored by the respondent, will be the sole responsibility of the contractor. The contractor shall protect the finished work, materials, and supplies from loss, damage, or injury until final acceptance of the project.

#### E. Closeout Documentation

The contractor shall provide red-line drawings or updated GIS documents of the final running line and cable sequence or footage at each handhole, vault, or manhole. Asbuilts will indicate any deviation from the construction drawings, such as cable size, splicing location changes, running line deviations, and handhole placement.

Updates should be done daily and submitted weekly or at an agreed-upon time.



# **SPECIFIC REQUIREMENTS**

#### A. Subcontractors

The respondent is responsible for the use of subcontractors. A detailed scope of work for each subcontractor must be submitted to the BBI project team for approval.

#### B. Timeline

Respondents must demonstrate they can ramp up and have the crews needed to complete the expected 434 grant-funded miles in the 18-month timeframe. Provide an estimated construction schedule showing the ability to complete the build on time, assuming all materials will be provided so as not to be a stumbling block for construction.

## C. Pricing

Portions of this project will require prevailing wages, which the Davis-Bacon Act and the State of Oregon dictate. The BDP grant contract is expected to be executed the week of January 6<sup>th</sup>, 2025. Any rate information received will be provided upon receipt. Any questions regarding prevailing wage rates should be directed to BOLI, State of Oregon.

The contractor agrees to provide the best possible price available for the duration of the contract. The contractor may not arbitrarily increase the unit rates quoted in the response. Any change in unit pricing should be presented to the BBI Project team in writing along with justification. Prior approval for pricing agreements is mandatory.

## D. Payment

Payment for the project will be based on the completion of the following tasks on a monthly basis. Respondents can propose a different payment method and schedule. Unless otherwise proposed the following will be considered acceptable by respondents.

- 1. 60% of the unit rate can be billed after construction is complete. Construction complete is from handhole, vault or manhole to the next with each having been set, conduit placed, and restoration complete.
- 2. 10% of unit rate paid upon completion of pulling cable, including slack coils.
- 3. 10% of unit rate can be invoiced after the inspection of each segment.
- 4. 10% of unit rate can be invoiced after Redlines.



5. 10% of the unit rate can be invoiced after the final documentation, including splicing cut sheets, OTDR of all terminated fiber strands and 10% of unterminated fiber strands, and the final sign-off of the project by the contract administrator.

# Payment terms will be as follows:

Task	Payment	
Construction Completion	60%	
Cable Placement and Splicing	10%	
Inspection/Restoration	10%	
Redlines	10%	
Final documentation	10%	

# **GENERAL PROPOSAL REQUIREMENTS**

# A. Experience of Firm/Project Team

Firms, or their principals, responding to this RFP should include an organizational chart, identifying the project manager and team members, with their titles.

B. Experience, Depth, and Breadth of Personnel

The project team should have a full range of relevant industry expertise. Primary personnel must be identified by name and office location, with resumes included, and should demonstrate satisfactory in depth experience in each of the required disciplines. This should also include identifying the firm's role within any project and the year(s) the work took place.

# C. Approach and Methodology

Respondents to this RFP should include a brief narrative explaining their approach. The narrative should outline the products and tasks to be provided in response to the recommended Scope of Work outlined above.

#### D. Cost and Budget

All proposals must contain a delineated scope of services, including all expenses (there will be no reimbursable expenses). Proposals must include a breakdown by cost per foot basis



for the purposes of the proposal submittal. The following should be delineated in:

1. Construction Management/Inspection services – including construction tabulations, weekly reports, and modifications to construction drawings for feed into as-built documentation.

# SCORING, EVALUATION AND SELECTION PROCESS

The following criteria, which are not necessarily listed in order of importance, will be used to review the proposals. Beacon Broadband reserves the right to weigh its evaluation criteria in any manner it deems appropriate:

- A. Respondent's demonstrated capability to provide the services.
- B. Evaluation of the professional qualifications, personal background, and resume(s) of individuals providing services.
- C. Respondent's experience in performing the proposed services, specifically including their proposed approach to public involvement and engagement approach. In cooperation with BBI, it may be necessary to be involved with the public for various marketing activities, education, or project awareness. The contractor will not provide public engagement alone, only in coordination with the BBI Project Team.
- D. Respondent's financial ability to provide the services.
- E. Evaluation of the respondent's fee submission. It should be noted that while price is not the only consideration, it is important.
- F. A determination that the respondent has submitted a complete and responsive proposal as required by this RFP.
- G. An evaluation of the respondent's projected approach and plans to meet the requirements of this RFP.
- H. The respondent's presentation and the overall results of any interview conducted with the respondent.
- I. Unsigned proposals will be rejected.

Beacon Broadband may develop a short list from the proposals, and interviews/presentations may be required. Scoring and ranking will include the following



factors:

A.	Background of Firm		
1.	Experience and performance of the firm	20	
2.	Specific experience with this type of project	20	
3.	Staff assigned to the project	15	
4.	Local presence for the firm	5	
В.	Approach to Project		
1.	Understanding of BBI program and intent	15	
2.	Understanding of tasks	10	
3.	Schedule	10	
4.	Other factors	5	
	Total	100	

# **RFP SUBMITTAL REQUIREMENTS**

Beacon Broadband requires the respondent to submit a concise proposal addressing all the requirements outlined in this RFP. The respondent's representative authorized to execute a contract between Beacon Broadband and the respondent must sign the proposal. The proposal must include, at a minimum, the following sections; however, the respondent is encouraged to expand on the scope as needed:

- A. Cover Letter
- B. List the name, address, and telephone number of the firm.
- C. Signed by an authorized representative of the respondent. The respondent shall furnish documentation that the person signing the proposal is empowered with signatory authority for the respondent. The form could be a Corporate



Resolution.

- D. State that the proposal is firm for a 90-day period from the proposal submission deadline.
- E. Provide the individual's name, title, address, and telephone number to whom correspondence and other contacts should be directed during the respondent selection process.
- F. Provide the location of the respondent's headquarters. In addition, provide the location of any local support offices which will provide service to Beacon Broadband.
- G. Acknowledge that the respondent will provide the insurance and indemnification required per the attached Professional Service Agreement.
- F. The respondent must provide the names and positions of all proposed staff, including staff for proposed sub-Respondents. The proposal should also designate who will be the project manager in charge and who will be Beacon Broadband's contact throughout the project. The respondent's staff allows a single individual to fulfill multiple roles.
- H. Include visions or concepts for performing the services.
- G. Include a work plan/scope of work meeting the minimum requirements of the Scope of Services identified in this RFP. Respondent is encouraged to modify or expand the minimum Scope of Services if they believe it is necessary to achieve the goals.
- H. The schedule needs to be adequate and reasonable to ensure the timely completion of the tasks listed in the Work Plan / Scope of Work. Emphasis should be placed on realistic review cycles.
- Identify all sub-respondents proposed to serve on the project, with background information for each and particular experience of key personnel, including project descriptions and resumes.
- I. This section should describe all work not included in the proposal. Any work needed to complete the project not listed in the "Work Done by Others" will be considered part of the work provided by the respondent and included in the



proposal.

- J. The respondent must state the qualifications and experience of the proposed team, emphasizing the specific qualifications and experience acquired while providing services similar to those being sought by Beacon Broadband, particularly for the Project Manager and other key project staff members assigned to the project. Except under circumstances beyond the respondent's control, Beacon Broadband will not accept substitutions of key team members put forth as part of the winning proposal.
- J. For all staff members, describe their role, including title and the specific services they will perform, and clearly illustrate the applicability of the individual's background, education, and experience to his or her assigned role. Include a statement of staff availability and their experiences and backgrounds.

Provide a brief description of at least three similar projects for which the respondent has provided services during the past five years. For all referenced projects, list the:

- 1. Client (contact person, address and phone number)
- 2. Respondent's project manager
- 3. Key personnel involved
- 4. Cost proposal shall be submitted in a separate, sealed envelope. Only one copy of the cost proposal needs to be submitted. This section shall include a cost matrix showing the following information, detailed by tasks listed in the scope of work
  - a) Qualifications of Team (Experience and Knowledge)
  - b) Project Understanding and Innovation
  - c) Work Plan / Scope of Work
  - d) Project Schedule
  - e) Similar Experience / References

The respondent may be selected based on information included in the proposal or requested to be interviewed prior to final selection.



# **QUESTIONS**

If you have any questions regarding this RFP, please contact:

Preston Young (Director of Operations) prestony@beaconbroadband.com
Phone number: 541-661-7182

Tyler Wilson (OSP Manager)
Phone: (541) 551-5621
tylerw@beaconbroadband.com

#### **GENERAL TERMS AND CONDITIONS**

#### A. Limitation

This RFP does not commit Beacon Broadband to award a contract, to pay any cost incurred in preparing the respondent's RFP response, or to procure or contract for services or supplies. Beacon Broadband is not responsible for delinquent, lost or mismarked proposals, sent to an address other than that given above or sent by mail or courier service. Beacon Broadband reserves the right to accept or reject any or all RFP responses received because of this request or to cancel all or part of this RFP.

#### B. Public Records

All proposals will become the property of Beacon Broadband and will not become public records or shared with any other persons, businesses, or groups outside of those at BBI that need to know.

# C. Contract Agreement

Once a proposed contract agreement is accepted, the respondent must sign the Agreement for Respondent Services and submit all other required certifications and documentation within ten (10) calendar days of the Notice of Selection from Beacon Broadband.

The contents of the submitted proposal will be relied upon and incorporated into the awarded contract and shall become a contractual obligation. Failure of the respondent to agree to include the proposal as part of the contractual agreement will result in cancellation of the award. Beacon Broadband reserves the right to reject those parts that do not meet with the approval of Beacon Broadband or to modify the Scope of Services, as agreed by the respondent, in the final negotiated contract.



# **UNIT RATE SHEET**

Below are the typical units we are expecting to be used for the construction labor portion of the build. Please fill out the units and add any that are missing or should be added. We do not use ribbon fiber but may need it on a case-by-case basis. No drive time will be paid unless agreed upon prior to engaging in the activity.

SPLICING		
Install New Splice Case & Prep Cable Up to 3 Cables	\$ -	EA
Additional Cables	\$ -	EA
Re-enter Splice Closure - Only for Additional Splicing Not Fixing Mistakes	\$ -	EA
Ground Splice Case + Materials	\$ -	EA
Splicing, Fusion, Single Fiber UP TO 12 FIBERS	\$ -	EA
Splicing, Fusion, Single Fiber 13-24 FIBERS	\$ -	EA
Splicing, Fusion, Single Fiber 25-48 FIBERS	\$ -	EA
Splicing, Fusion, Single Fiber 49-96 FIBERS	\$ -	EA
Splicing, Fusion, Single Fiber 97-288 FIBERS	\$ -	EA
Splicing Fusion, Single Fiber Pigtail at Panel	\$ -	EA
Splicing, Mass Fusion, 12 Fiber Ribbon	\$ -	RIBBON
Testing, OTDR, Uni-Directional, Power Meter Testing	\$ -	EA
Testing, OTDR, Bi-Directional, Power Meter Testing	\$ -	EA
Testing Existing Cables Bi-Directional	\$ -	EA
Document Existing Splicing	\$ -	EA
Preconstruction Reel Testing (1 Random Fiber Per Tube/Ribbon)	\$ -	EA
PATCH PANELS AND CABINETS		
Install Outdoor Powered Cabinet + Site Prep and Concrete Pad	\$ -	EA
Install Rack Mounted Patch Panel (Any Size) and Tails	\$ -	EA
Install Wall Mount Fiber Enclosure	\$ -	EA
Running Cable Inside HUB (ALL Sizes)	\$ -	FT
OTHER - FILL OUT AS NEEDED		
Traffic Control if Self-Performed – Pass Through is Subbing Out	\$ -	Daily
Flagger	\$ -	HR
Hourly - Misc Tasks Not Covered Under Line Items	\$ -	HR
Overtime - Misc Tasks Not Covered Under Line Items	\$ -	HR
	\$ -	



# Appendix A

**Splicing Play Book** 

#### **Cable Identification:**

- All cables shall be identified with colored zip ties
  - First Cable IN mark BLUE
    - For redundancy if cable tie ever breaks, also mark with Beacon Orange Cable tag.
    - BLUE cable tie and Beacon Marker applies to a single leg IN as well. This
      maintains consistency and future proofing the network in the event of
      more cables being added.
  - Second Cable for the "OUT," mark ORANGE
  - Third leg mark GREEN
  - Fourth leg mark RED
- Follow the same identification standard with B and D Cases.
  - Use YELLOW zip ties to identify the short jumper cable spliced from the case to feed the tap; also use YELLOW on the tap being fed by the case.

#### **Buffer Tube Identification:**

- When inserting more than two buffer tubes of any color into the tap for splicing, identify each buffer tube with the correlating zip tie color to identify which leg it belongs to.
  - Identifying tape shall be at least 1" from where the buffer tube is opened.
     Make sure tape is cleanly applied to avoid the exposed sticky edge near the fiber.
    - Using identifying tape applies when inserting another buffer tube from the SAME cable.
      - EXAMPLE: when inserting a mid-sheath 24 count blue and orange that feeds to a third leg, identify BOTH blue and orange



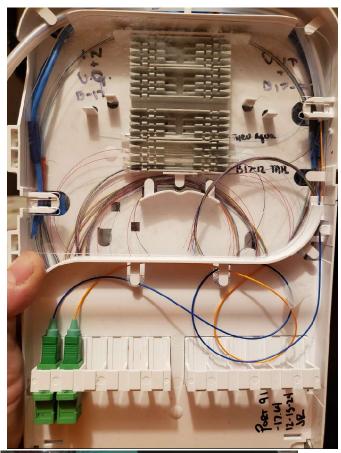
buffer tubes with BLUE tape, the OUT going blue and orange buffer tube with BLACK tape, and the third leg with GREEN tape.

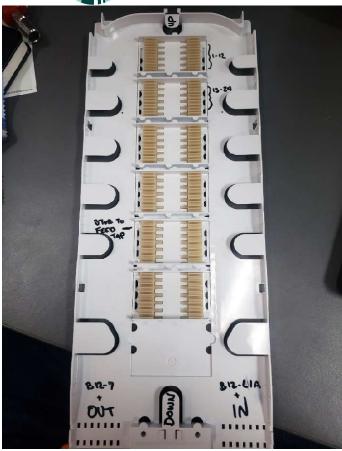
Any fourth legs going in apply RED tape.
 For the short jumpers or "stubs," mark with YELLOW tape.

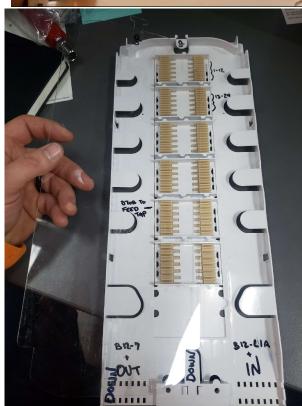
# **Terminal Splicing Documentation:**

- Clearly identify which direction is IN, OUT, pole or ped numbers for any THIRD and FOURTH legs at the top of the splice tray where buffer tubes enter.
- Clearly mark either on the splice tray or the plastic shield what stored tails or unused fibers belong to. See example picture on page 3.
- On the bottom right-hand corner inside the first door where we access APC bulk heads for drops, clearly write in this format:
  - Which port the tap belongs to. (For butt splices write which ports involved, i.e., Ports 66,67,68,69,70, etc., or simply Port 67-75, or whatever is spliced.)
  - The light recording <u>AFTER</u> the entire port is spliced and ready for final submission. (We must have accurate recordings.)
  - The date splice was completed.
  - Initials of splicer.
- **For B and D cases** identify which shrink holders are allocated to which fibers. See image below.
- As with taps, clearly identify the IN, OUT, and any SIDE LEGS.
- Apply colored tape that correlates with colored zip ties 2" from where buffer tubes open.
- Clearly identify how the case is to be read, meaning which side is "up," and which side
  is "down." Identify on the plastic shield the mirror identification for proper placement,
  especially if/when writing any identifying information to the splicing on shield. See
  image below.











# **Cable Opening and Storage:**

- A minimum of 10-12 feet of cable shall be opened for any OFDC enclosures.
  - This applies to end of lines as well.
  - o 144 OFDC's are the only exceptions; 6-8ft is acceptable.
- Leave a minimum of 2 feet of fiber to splice with once opening the buffer tube. The total leaving the basement and going into the splice tray shall be approximately 3 feet.
  - o **If a fiber breaks** shorter than 1 foot upon initial splicing, do not try to get the splice, but rather open more from storage and proceed with splice.
- Do **NOT** store dead-end tails in a tight coil inside storage space; rather wrap it around the outside storage holder of the OFDC and secure it down with either a spare shrink, or with a shrink that is spliced. This allows for easier access for future builds and prevents loose fibers from tangling around spliced fibers and breaking them.
  - Please identify on either the tray or plastic shield which buffer tube the stored fiber goes to. See page 3.
- Store mid-sheath coils in the bottom half portion of the splice tray.
- Store excess spliced fiber in the bottom half portion of the splice tray.
- Secure the "IN" and "OUT" splitter tags near to the splice shrink for easier identification.
  - In busy enclosures, these tags, left at the base of the splitter entry, have caused issues with fiber getting snagged on them and breaking. Also it makes it more difficult to identify which fibers go where.
- Any unused fibers from a cut mid-sheath shall be stored in the same manner as loose tails; store them around the outside OFDC enclosure storage space and secure them down with a shrink.

Again, identify these unused fibers on the tray. See page 3.

#### For B and D Cases:

• More is best. Open enough to have a minimum 7-9 feet in storage, with enough fiber to go 1½ times around the splice tray for future proof, or approximately 3½ feet.



Secure any loose tails or unused fibers in an empty splice holder if applicable; if no
free space exists, you can coil these and secure them as best you can in one of the
circular storage spaces.

# **Hanging Enclosures:**

- OFDC tap brackets are to be installed with the bolts aimed outward, the nuts accessible to tools for easy removal or repair.
  - This also serves to allow drops to be more easily secured to the back of the OFDC case in an orderly way.
- OFDC's are to be 18 inches from the pole, port access facing the pole.
  - For end of lines, hang the tap where the ports open away from the pole, but mount the brackets so the inside edge of the tap is still at 18 inches.
- The OFDC shall be centered beneath the coiled loop, so plan the loop to accommodate the 18 inch rule.
- Snowshoes should lie horizontally on the strand it is suspended from; if it is vertical or twisted it could violate the 30 inch rule for separation from power, plus it does not look clean when twisted.
- Do NOT hang storage with tape. Instead use zip ties.
- Hang all enclosures on the INPUT side of the feed.

#### O EXCEPTIONS:

- When there is an OFDC and B or D Case, hang OFDC on INPUT side, the case on the OUTPUT.
- If the THROUGHPUT side is suspended over a valley or difficult terrain, hang the enclosure on the THROUGHPUT and secure storage on the INPUT side.
- When the INPUT side is on the downhill slope of a steep grade, hang the enclosure 18" on the UPHILL side with the ports opening towards the pole.
  - This will aid in the prevention of water entering the enclosures.



- Always hang B and D cases with the gel block properly tightened to prevent water ingress into the enclosures.
- Use two snowshoes when hanging slack with two storage loops.
- All FOUR hinges on the OFDC's must have separation between the stored cable, and slack loop to open easily for both drop crews and maintenance.
  - If when creating enough space for hinge access causes the ODFC to violate the 12" rule between communications below, please report violation to either supervisor or Conexon QC for pole separation corrections.

# **Final Testing and Expectations:**

- Any final test results shall be submitted to Beacon for final review before any feeders
  are signed off as complete. Beacon will run its own tests to verify compliance with
  standards and expectations.
- Final Light recordings shall be gathered AFTER all splicing is completed to ensure accurate record keeping.

# **dB Light Recorded Expectations:**

- Every tap dB must read between -15 to -24
  - EXCEPTIONS:
    - If all taps have an average dB of -17.56, and any one tap in line is reading a loss 4 dB> than the average, then this is not passing "clean" light, and corrective measures must be taken to improve the dB quality, regardless of the <u>iOLM FINAL TEST RESULTS</u> showing all green boxes. If there is 4 dB or greater discrepancy between the average tap readings, there is a strong indication something is wrong.

#### **EXAMPLE:**

Port 57

8p21 -24.56 4p19 -16.98 2p15 -17.36 2p13 -17.89 4p11 -24.02 2p8 -18.08

Under Beacon's standards, this is not acceptable and will not be considered "completed". Only AFTER documented corrective measures have been taken, i.e., re-splicing the OFDC or changing splitter doors, with no notable improvements to the light quality, will Beacon consider accepting the recorded light submissions as complete, and only after Beacon has investigated the problem.



- All splices must be within .03 loss or better.
  - In the event the splicer cannot get a .03 or better, the splicer must document where this splice is and the measures taken to improve the quality and submit this information to Beacon for review.