Design, Construct, Install, Own and Operate Fiber-to-the-Premise Network

Request for Proposal

Lyndon Township Broadband Implementation Committee
Lyndon Township, Michigan

Responses must be printed and mailed or delivered in person to:
Lyndon Township
17751 N. Territorial Road, Chelsea, MI 48118

Electronic PDF versions of Responses must be in the same package and on a digital storage device

Proposals are due by 5:00 pm EST on Friday, March 02, 2018
I. INVITATION AND GENERAL INFORMATION

This document is for the express purpose of providing information to prospective Network Builder/Owners in conjunction with Qualified Service Providers for preparation of their proposal response. Any other use of this information is expressly prohibited.

You are invited to submit a proposal to finance, design, construct, install, own and operate (directly or indirectly) a fiber-to-the-premise network that can meet the specifications as described herein and to arrange for high capacity broadband and other services to be provided over the specified network and to operate (directly or indirectly) and maintain the network in the Township of Lyndon (“Township”).

There is an optional pre-proposal conference scheduled for prospective proposers for discussion of this Request for Proposal (RFP) on January 11, 2018 at 1:00 PM Eastern Time at (17751 N. Territorial Road, Chelsea, MI 48118). Potential proposers may also attend through a Conference bridge provided below:

United States: +1 (309) 747-8855
Access Code: 07242

Proposals must be submitted in a sealed envelope marked on the outside with the proposer’s name and address and reference to proposal number RFP # 1001 to:

Township Clerk
17751 N. Territorial Rd., Chelsea, Michigan 48118
clerkatlyndon@gmail.com
(734) 475-2401

Proposals must be hand delivered or mailed and are due no later than 5:00 PM on March 2, 2018. Any proposal submitted after the published date/time will be returned, unopened, to the proposer. All proposals shall remain effective for at least sixty (60) days after the due date of the proposals.

Electronic versions of the proposal are required. The electronic version of the proposal shall not be a substitute for the printed proposal and must be in PDF format on a digital storage device sealed in the proposal package. A proposer (including affiliates and subsidiaries) may submit only one proposal.

- RFP Opening Date: March 8, 2018
- Bid Award Date: March 15, 2018
- Installation Start Date: March 31, 2018

Inquiries and requests for information affecting the proposal must be in writing and shall be directed to the Township’s Project Manager, Derrel Duplechin at dduplechin@ccgcomm.com. To provide sufficient time to adequately prepare responses to vendor inquiries, all questions must be submitted at least fifteen (15) working days prior to the RFP due date. Any prospective proposer detecting a conflict or ambiguity in the RFP should notify the Project Manager, in writing, setting forth the grounds of the alleged conflict or ambiguity and requesting the issuance of a clarifying addendum. If the Project Manager believes that clarification is necessary or proper, a clarifying addendum will be distributed to all prospective proposers. The Township will not be bound by any oral or other informal explanation of the requirements of the RFP documents.
The Township reserves the right to reject any or all proposals, to waive any or all informalities and/or irregularities in the proposal, to negotiate and/or renegotiate with any proposer the terms of its proposal, and to accept any proposal which in its opinion may be in the best interest of the Township.

II. PROJECT GOALS

Choose a Network Builder/Owner who will finance, design, construct, own and operate (directly or indirectly) a high capacity Fiber-To-The-Premise (FTTP) network within the Township and who will provide for a Qualified Service Provider to offer high-speed Broadband and Internet Access Service over the FTTP network.

Establish the timely completion of a high capacity fiber optic feeder, distribution and drop infrastructure needed to support the delivery of leading-edge broadband services throughout the Township.

Establish the conditions that ensure a competitive rate structure for the products and services to be delivered by a Qualified Service Provider to end users over the proposed network. Network compensation as well as products and services shall be directly paid for by any fees charged to the end-user customers requesting and gaining service from the Service Provider. No payments shall be made directly by the Township for any product or service except those services requested by the Township government directly from the Qualified Service Provider.

Ensure FTTP (Fiber-To-The-Premise) accessibility to 80% or more of the Township within twelve (12) months of contract execution and 100% of the Township within twenty-four (24) months of contract execution, including residents, businesses, and community facilities. Any discrepancy/delay to the accessibility timing parameter above must be expressly approved in writing by the Township.

Ensure that the Network Builder/Owner and Qualified Service Provider or Service Providers are responsible for and dedicated to all aspects of financing, engineering, construction, owning, operating (directly or indirectly) and maintaining the proposed FTTP network as well as providing products, services, and a superior customer service experience over the proposed network.

III. GENERAL TERMS and CONDITIONS

Each vendor's proposal shall constitute an offer to sell or otherwise provide the goods or services sought by this RFP. The award shall be made by execution of a contract mutually agreed upon by the parties.

Each submission must include a letter of transmittal containing the signature of a representative authorized to enter into contracts for the proposer. Indicate the number of years the proposer has been in business, and provide an overview of the experience and background of the proposer and its key personnel.

All proposals and proposers must meet and agree to the following requirements:

1. Identify the legal name of the proposer, the headquarters address, the principal place of business, its legal form (i.e., corporation, joint venture, limited partnership, etc.), and the names of its principals or partners and authority to do business in Michigan.
2. Indicate the name, address, and telephone number(s) of the principal contact for all communications pertaining to the RFP response.

3. The proposer shall have worked satisfactorily for a minimum of five (5) years on systems of this type and size. Furnish a list of at least five (5) references (with contact information) with specific information regarding type of project and involvement in providing of equipment, systems and operations.

4. Provide detailed explanations of any variances or exceptions the proposer has with any requirement or term specified in this RFP and thoroughly explain any alternate service offered.

5. The Township is not responsible for any costs incurred by the proposer for the preparation or distribution of the RFP.

6. Proposers or other authorized representatives are expected to fully inform themselves as to all conditions, requirements, and specifications before submitting offers. Failure to do so will be at the proposer's own risk.

7. Proprietary information, if any, submitted to the Township or the Project Manager in response to this RFP should be identified as such. Any information identified as proprietary will be handled in accordance with the provisions of the Michigan Freedom of Information Act as it applies to such information.

8. Financial information - provide audited financial statements for the two (2) most current fiscal years for the Network Builder/Owner and the Qualified Service Provider.

9. The Township reserves the right to negotiate all elements of a proposer's offer, to reject any and all offers and to re-solicit for offers in such an event.

10. The successful proposer shall not assign or sub-contract this agreement, its obligations or rights hereunder to any party, company, partnership, incorporation or person without the prior written specific consent of the Township.

11. All responses to this RFP will become the property of the Township and under the Michigan Freedom of Information Act (Act 442 of 1976) are public records, and as such may be subject to public review. If a proposer claims a privilege against public disclosure for trade secret or other proprietary information, such information must be clearly identified in the proposal. The price proposal is not considered privileged information.

12. The Network Builder/Owner and the Qualified Service Provider are not precluded from being the same company or entity, but this RPF is written with the understanding that these may be separate operating companies or entities.

IV. OVERVIEW of PROJECT ELEMENTS

DESIGN PARAMETERS AND EXPECTATIONS:

It is the sole responsibility of the proposer to design and estimate the financial, labor and equipment requirements to complete the proposed network and services. It is also the responsibility of the proposer
to identify and establish any segmentation of responsibility between the Network Builder/Owner and the Qualified Service Provider. This segmentation of responsibility should be detailed within the RFP response.

The Township Fiber-To-The-Premise (FTTP) network calls for a sufficient-strand-count fiber to be buried throughout the Township, in a Local Convergence Point (LCP) Passive Optical Network (PON) architecture. It is the Township’s strong desire that the fiber network infrastructure be buried as much as possible in order to reduce maintenance requirements and service interruption. Any deviation from a buried construction method must be approved in writing by the Township.

A minimum of Internet Access / Broadband service must be offered by the Qualified Service Provider throughout the Township. The FTTP Network design and electronics shall have the ability to natively offer every premise in the Township 1,000 Megabits-Per-Second of internet access without modifying the design or placing “special” electronics within the network or at the customer premise.

The FTTP network proposed shall be designed to support expected growth within the Township.

A minimum of one (1) Optical Line Terminal (OLT) fiber electronics location must be placed within the Township.

A PON communications optical cabling system designed in a LCP architecture generally consists of one (1) Splitter Location housing multiple splitters and serving a sub-set of premises within the Township. The network fiber passing each of the customer premise locations served by a Splitter Location is called the LCP service area. Each Splitter location is tied directly to the Optical Line Terminal (OLT) equipment which is the network electronics that provides service to the Customer Premise Equipment (CPE). A portion of the land/lot where the Township Hall is located (17751 N. Territorial Rd., Chelsea, MI 48118, or other location designated by the Township, shall be offered as the location for the secure cabinet/Telecom hut which will house the Optical Line Termination (OLT) equipment. The system will include all necessary material, optical cabling, patch panels, innerduct, network and customer premise hardware and miscellaneous materials to complete a system capable of providing high quality services to premises within the Township. A proposer should include all permit fees, construction and right-of–way and necessary materials to provide complete design, construction and installation up to and including entrance facility(s). The Township considers “complete” to include all buildings, network and customer premise equipment and services to deliver the minimum of retail internet access to all premises within the Township over a FTTP network.

FIBER ROUTE CONSTRUCTION:

Proposer shall design and construct the FTTP network to “pass” each and every premise (public or private) within the Township.

DROP INSTALLATION:

Proposer shall commit, within its response to this RFP, to install fiber service drops for each premise that requests service from the Qualified Service Provider. Drops are considered to be the fiber cable required to connect the customer premise to the network fiber passing the customer premise.
OWNERSHIP:
The proposed FTTP network will be owned by the Network Builder/Owner. The Qualified Service Provider shall provide services over the FTTP network. The network and service element demarcations and responsibilities will be identified and agreed to by the Network Owner and, if separate companies, the Qualified Service Provider. The Network Owner and the Qualified Service Provider may be the same company or entity, but it is the expressed intent of this RFP that they are allowed to be two separate entities.

RETAIL INTERNET SERVICE PROVISION:
The Qualified Service Provider will offer a minimum of internet access to each and every premise in the Township. The Qualified Service Provider may offer other services in addition to internet access, but the purchase of other services in addition to internet access shall never be a requirement for acquiring internet access from the Qualified Service Provider.

Internet access must include a guaranteed 1 Gigabit-per-second (1,000 Mbps) internet access service, but the Qualified Service Provider may offer lower internet access speeds as well.

The internet access service sold shall not include a data cap for internet traffic exchanged over the internet service sold to customers purchasing service over the proposed network and within the Township. It is possible that the proposed network may connect to networks (established or to be established) of adjoining communities (which may or may not be installed by the proposer), and the response to this RFP should anticipate and provide information on such connectivity.

Should the physical FTTP network pass within a serviceable distance to premises located outside of the Township, the Qualified Service Provider is not precluded from offering services to those premises outside of the Township, provided that such services do not adversely affect service within the Township.

IV. TECHNICAL SPECIFICATIONS

This Section includes: equipment, materials, labor, and services to provide a FTTP data distribution system and to offer end user services including, but not limited to:

1. Outside Plant fiber construction and material
   1.1. The Network Builder/Owner will finance, design, construct, own, operate (directly or indirectly) and maintain a Fiber-To-The-Premise (FTTP) network throughout the Township.
   1.2. The Qualified Service Provider shall provide Telecommunications services over the FTTP Network.
   1.3. The combination of the Network Builder/Owner and Qualified Service Provider will provide all material, labor and expertise required to design, construct, own, operate (directly or indirectly), maintain and provide broadband service over the FTTP network.
   1.4. The outside plant shall be buried except where circumstances do not allow for timely or affordable buried construction. Any deviation from a buried construction method will be subject to the written approval of the Township.
   1.5. The FTTP fiber network shall be constructed as a Passive Optical Network (PON).
1.6. The PON architecture shall be constructed in a Local Convergence Point (LCP) design where the splitters serving a geographic area will be located in a splitter cabinet housing more than one splitter.
1.7. The splitters used in the network within the Township shall be no more than 1X32 split ratio splitters.
1.8. Maximum attenuation and loss across the fiber network shall comply with GPON and NG-PON2 standards.
1.9. Construction areas will be restored to original or better than original condition.

2. Telecommunications equipment location
2.1. The combination of the Network Builder/Owner and Qualified Service Provider shall place a telecommunications hut and/or cabinet large enough to house the PON electronics, fiber patch panels and any battery backup required to support the PON electronics within the hut/cabinet.
2.2. The combination of the Network Builder/Owner and Qualified Service Provider shall provide battery backup for the network PON electronics housed within the telecommunications hut.
2.3. The battery backup shall be configured to support the PON electronics for a minimum of 8 hours in the event of electric power loss at the hut location.
2.4. The Telecom hut deployed shall have the ability to interconnect with a backup generator in the event of a prolonged power failure at the telecommunications hut.
2.5. The Network electronics will be monitored to ensure quality service to the customers acquiring service from the Service Provider.

3. Network Access Points
3.1. The FTTP network shall be designed to have a customer Network Access Point (NAP) in close proximity to every home, business and/or community location within the Township.
3.2. The NAP locations will be designed to minimize and optimize the length of the drop fiber from the NAP to the customer premise.
3.3. Network Access Points (NAPs) are the points on the FTTP network where the dedicated customer fiber drops connect to the shared fiber network.

4. Network Test Points
4.1. The FTTP network shall have sufficient network test points to troubleshoot any problems within the network

5. Fiber Drops
5.1. The combination of the Network Builder/Owner and Qualified Service Provider shall be responsible for placing fiber drops from the Network Access Point to the customer requesting service from the Qualified Service Provider for any premise (public or private).
5.2. The Network Builder/Owner or Qualified Service Provider shall install the drop and service to customers in a timely manner

6. Entrance Facilities
6.1. The Qualified Service Provider shall adhere to relevant standards when establishing entrance facilities into premise locations.

7. Network Electronics
7.1. The FTTP network electronics shall be a PON Chassis /shelf with GPON, XGS-PON and/or NG-PON2 capability out of same shelf
7.2. In order to support future growth, the PON Chassis deployed within the FTTP network within the Township shall be capable of supporting a minimum of 1,600 subscribers at a PON split ratio of 32:1.

8. Customer Premise Equipment
8.1. The Qualified Service Provider will supply Customer Premise Equipment (CPE) in the form of Optical Network Terminals (ONTs) at the customer sites.

8.2. The ONTs shall support up to 1,000 Megabits per second of broadband internet service.

8.3. The ONTs shall be capable of having battery backup of up to 24 hours.

9. High Speed Internet Access and other service

9.1. The Qualified Service Provider will offer a minimum of Internet access service over the FTTP network.

9.2. The Qualified Service Provider will offer up to 1,000 Megabits per second of Internet Access within the Township on the FTTP network.

9.3. There will be no data caps on Internet Services offered on the FTTP network within the Township.

9.4. The Qualified Service Provider will not require that subscribers purchase anything more than Internet Access in order to acquire service from the Qualified Service Provider.

9.5. The Qualified Service Provider shall be able to provide any other services that it deems suitable to offer over the FTTP network within the Township.

9.6. The Qualified Service Provider shall connect the FTTP network and electronics within the Township to any network service subsystems located outside of Lyndon Township required to provide quality services to customers within the Township.

The combination of Network Builder/Owner and Qualified Service Provider shall provide all equipment, materials, labor, and services, not specifically mentioned or shown above, which may be necessary to complete or perfect all parts of the FTTP design, construction, installation and testing required to provide and offer specified services within this section. The proposer shall ensure that all are in compliance with requirements stated or reasonably inferred from the contract documents.

Proposer will provide a point-by-point response for each requirement in this section.

REFERENCES

Proposer shall design, manufacture, test, and install cabling networks per manufacturer’s requirements and in accordance with NFPA-70 (2005 edition of the National Electrical Code®), IEEE C2 2007(NESC 2007), state codes, local codes, requirements of authorities having jurisdiction, and particularly the following standards:

- ANSI-J-STD-607(A) -- Commercial Building Grounding and Bonding Requirements for Telecommunications
- TIA-526-7 –OFSTP-7 Measurement of Optical Power Loss of Installed Single-Mode Fiber Cable Plant
- TIA-526-14A –OFSTP-14 Optical Power Loss Measurements of Installed Multimode Fiber Cable Plant
- TIA TSB-140 Additional Guidelines for Field Testing Length, Loss And Polarity of Optical Fiber Cabling Systems
- G.984.x – Gigabit-capable Passive Optical Network – (GPON)
- G.989.x – Next-Generation Passive Optical Network2 –(NG-PON with XGS-PON)
All applicable federal, state, and local codes, rules, regulations, and ordinances governing the work, are included as requirements as if fully set forth herein as part of the required specifications.

TO BE PROVIDED BY LYNDON TOWNSHIP

The Township commits to offer land of sufficient quantity to place the telecommunications hut to house the network PON electronics. The land offered shall be located at the Township Hall having an address of 17751 N. Territorial Road, Chelsea, MI 48118, or at another location designated by the Township.

V. PERMITS, FEES, AND CERTIFICATES OF APPROVAL

The successful proposer will make application and pay for building permits and rights of way. As prerequisite to final acceptance, proposer will supply to the Township certificates of inspection from an inspection agency acceptable to the Township.

VI. PRE-INSTALLATION SITE SURVEY

Prior to start of systems installation, the successful proposer shall meet at the Township Hall with the Township's representative and representatives of trades performing related work to coordinate efforts. They will review areas of potential interference and resolve conflicts before proceeding with the work. Facilitation will be necessary to plan completions of land access, as applicable.

All relevant parties will examine areas and conditions under which the system is to be installed. No work will proceed until satisfactory conditions have been achieved and the Township has issued its notice of consent in writing to commence.

VII. REQUIRED SUBMITTALS

General: Submit the following:

- Name of Network Builder/Owner
- Name of Qualified Service Provider, if applicable
- Bill of materials, noting long lead time items
- Total expected cost for the network within the Township
  - FTTP physical network
  - Network electronics and equipment
  - Building/Huts
  - Drops
  - Customer Premise Equipment
  - Etc.
- Project schedule including all major work components that materially affect any other work on the project
- Description of Internet Service to be offered
  - Speeds
  - Parameters
  - Pricing
- Expected additional services offered
- Expected additional service pricing
o Expected Network completion date
o Expected date of initial service offering
o All other information required in this RFP.

VIII. QUALITY ASSURANCE

1. Equipment and materials of the type for which there are independent standard testing requirements, listings, and labels, shall be listed and labeled by the independent testing laboratory.
2. Where equipment and materials have industry certification, labels, or standards (i.e., NEMA – National Electrical Manufacturers Association), this equipment shall be labeled as certified or complying with standards.
3. Material and equipment shall be new, and conform to grade, quality, and standards specified. Equipment and materials of the same type shall be a product of the same manufacturer throughout.
4. Subcontractors shall assume all rights and obligations toward the Township that the Network Builder/Owner assumes toward the Township.
5. Network Builder/Owner will provide a performance bond that name the Township as a beneficiary and relevant party.

IX. DELIVERY, STORAGE, AND HANDLING

Protect equipment during transit, storage, and handling to prevent damage, theft, soiling, and misalignment. Coordinate with the Township for secure storage of equipment and materials. Do not store equipment where conditions fall outside manufacturer's recommendations for environmental conditions. Do not install damaged equipment; remove from site and replace damaged equipment with new equipment.

X. SEQUENCE AND SCHEDULING

Submit schedule for installation of equipment and cabling. Indicate delivery, installation, and testing for conformance to specific job completion dates. At a minimum, dates are to be provided for OSP construction completion, OLT electronics equipment installed and operating, network ready to offer service to customers within the Township.

XI. USE OF THE SITE

Other than as expressly offered in this RFP, any other use of Township property shall be at the Township's direction and consent for use of the same must be obtained in writing.

Proceed with the work without interfering with ordinary use of streets, parking, aisles, passages, exits, and operations of the public or the Township.

XII. CONTINUITY OF SERVICES

Take no action that will unreasonably interfere with or interrupt the use of any existing building or land, unless previous arrangements have been made with the Township's representative. All work must be arranged to minimize shutdowns, interference or interruptions.

XIII. SUITABILITY
Provide products that are suitable for intended use, including, but not limited to environmental, and regulatory. Single mode outside plant optical fiber, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.3

**Underground Cable (Optical Fiber)**
Single mode 8.7 μm to 10 μm diameter, armored, gel-filled optical fiber or water blocking equivalent, which meet or exceed the mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.

**XIV. HANDLING AND PROTECTION OF EQUIPMENT AND MATERIALS**

Be responsible for safekeeping of your proposer's and proposer's subcontractors' property, such as equipment and materials, on the job site. The Township assumes no responsibility for protection of such property against fire, theft, and environmental conditions.

**XV. PROTECTION OF OWNER'S FACILITIES**

Effectively protect the Township's facilities, as well as customer's property and the public's property, from damage during construction. Remove protection at completion of the work.

**XVI. INSTALLATION**

1. Receive, check, unload, handle, store, and adequately protect equipment and materials to be installed as part of the contract.

2. Include delivery, unloading, setting in place, fastening to walls, floors, ceilings, or other structures where required, interconnecting wiring of system components, equipment alignment and adjustment, and other related work whether or not expressly defined herein.

3. Install materials and equipment in accordance with applicable standards, codes, requirements, and recommendations of national, state, and local authorities having jurisdiction, and National Electrical Code® (NEC) 2005 and with manufacturer's printed instructions.

4. Adhere to manufacturer's published specifications for pulling tension, minimum bend radii, and sidewall pressure when installing cables. Where manufacturer does not provide bending radii information, minimum-bending radius shall be 15 times cable diameter. Arrange and mount equipment and materials in a manner acceptable to the Township.

5. Penetrations through floor and fire-rated walls shall utilize intermediate metallic conduit (IMC) or galvanized rigid conduit (GRC) sleeves and shall be firestopped after installation and testing, utilizing a firestopping assembly approved for that application.

**XVII. TESTING**

1. Testing shall conform to ANSI/TIA/EIA-568-B.1 standard. Testing shall be accomplished using level IIe or higher field testers.

2. Initially test optical cable with a light source and power meter utilizing procedures as stated in ANSI/TIA/EIA-526-7 Optical Power Loss Measurements of Installed Singlemode Fiber Cable Plant.
Measured results shall be plus/minus 1 dB of submitted loss budget calculations. If loss figures are outside this range, tester shall test cable with optical time domain reflectometer to determine cause of variation. Correct improper splices and replace damaged cables at no charge to the owner. Cables shall be tested at 1310 and 1550 nm for singlemode optical fibers.

3. Bi-directional testing of optical fibers is required.

4. Perform optical time domain reflectometer (OTDR) testing on each fiber optic conductor. Measured results shall be plus/minus 1 dB of submitted loss budget calculations.

5. Where any portion of system does not meet the specifications, correct deviation and repeat applicable testing.

XVIII. FIELD QUALITY CONTROL

Employ job superintendent or project manager during the course of the installation to provide coordination of work of this specification and of other trades, and provide technical information when requested by other trades. This person shall maintain current registrations and shall be responsible for quality control during construction, installation, equipment set-up, and testing.

Installation personnel shall meet manufacturer’s training and education requirements for implementation of extended warranty program.

XIX. INDEMNIFICATION

The successful proposer shall save and keep harmless and indemnify the Township against any and all liability, claims and costs of whatsoever kind and nature for injury to or death of any person or persons and for loss or damage to any property occurring in connection with or in any incident to or arising out of occupancy, use, service, operations or performance of work in connection with the contract, resulting in whole or in part from the negligent acts or omissions of the successful proposer.

XX. INSURANCE:

1. Include the types and coverage of your insurance:
   - General public liability insurance
   - Automobile liability insurance
   - Professional liability insurance

XXI. MISCELLANEOUS:

All proposers must disclose any potential conflict of interest with the Township or any of its employees.

The proposer may be required to demonstrate financial stability to the Township.

Each proposer shall hold all information provided in its proposal in confidence and shall not reveal its proposal to or discuss its proposal with others until all relevant contracts pursuant to this RFP have been
awarded. By the submission of a proposal, the submitting proposer represents and warrants that in connection with the proposal:

1. The prices or other information stated in the proposal has been arrived at independently, without consultation, communication or agreement with any other proposer for the purpose of restricting competition;

2. The prices or other information stated in the proposal has not knowingly been disclosed by the proposer and shall not knowingly be disclosed by the proposer prior to the award of any contracts;

3. No attempt has been made nor will be made by the proposer for the purpose of restricting competition, to induce any other person or proposer to submit, or conspire with any other parties to restrict or otherwise manipulate prices or competition relating to this RFP or any resultant contracts.

The Township does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. The Township is committed to providing an inclusive and welcoming environment for all members of our staff, citizens, volunteers, contractors, vendors and clients. The Township expects the proposer to comply with these standards.