



CITY OF GRASS VALLEY

COMMERCIAL CANNABIS APPLICATION REVIEW CRITERIA (EXHIBIT A)

Proposals will be ranked by benchmarking some responses based on the following criteria: "Exceedingly Detailed," "Lacking Detail & Missing Some Information," and "Much Less Detailed" or "Missing Substantial Information." Missing Substantial Information means the Review Committee cannot adequately assess the information to make an informed conclusion.

SCREENING APPLICATION POINT SCORING TABLE						
SECTION 1: QUALIFICATIONS OF OWNERS/ OPERATORS						
<i>Special business or professional qualifications and experience, or licenses of the owners and/or operators that would add to the quality of service.</i>	<u>SCORING CRITERIA</u>	Retail or Delivery Only Dispensary	Manufacturer	Testing Laboratory	Nursery	Distribution
			Processor*			
<u>Experience</u> - Business Owner's experience in owning, managing, and operating the type of cannabis business for which the license is being sought. (Business Owner means the State definition of owner in the State Business and Professions Code 26001 AND all persons, companies, or entities that will be directing, controlling, and/or managing the day-to-day operations of the business.) Only experience from legal activities will be considered. If multiple owners, the City will use the average experience of all owners.	2+ Yrs.= 20 Pts 1-2 Yrs. = 10 Pts 0 Yrs. = 0 Pts					
<u>Cannabis Industry Knowledge</u> - Knowledge of the cannabis industry (as demonstrated throughout this screening application), including identification of how industry best practices and state regulations have been incorporated in existing/prior legal business outside the City of Grass Valley.	Exceedingly detailed = 10 Lacking detail & missing some information = 5 Much less detailed = 0					
<u>Ownership Team</u> - Involvement of the business owners in on site day-to-day operation, by percentage (%), of the business. Percentage is based on expected hours of direct involvement in operations measured against proposed hours of operation (e.g. if owner works 5 hrs./day when business is open 10 hrs./day = 50% involvement).	>75% = 20 26-75% = 10 <25% = 5					
SECTION 2: BUSINESS PLAN						
<i>Sub-Section 2A: OPERATIONS</i>	<u>SCORING CRITERIA</u>	Retail or Delivery Only Dispensary	Manufacturer	Testing Laboratory	Nursery	Distribution
<i>Standard operating procedures; finances; employee training.</i>			Processor			
<u>Standard Operating Procedures (SOP)</u> - Overall quality and detail of the proposed operating procedures for ALL aspects of the proposed business, including the extent to which the applicant incorporated industry best practices into the operating procedures. The Applicant should show specific examples of where the practices they included have worked before.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Financial Plan</u> - Financial plan and/or budget to start-up and operate the business (e.g. business pro forma, cash flow, accounting procedures, etc.). Proposal should provide clear and complete details about the financial position, plan & operating procedures of business.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Funding/Proof of Capitalization</u> - Demonstration of access to adequate operational capital and/or on-going line of credit once business is operational.	Provided? Yes = 10 No = 0					

* The City only allows up to 10 Manufacturer – Processor businesses, therefore, applicants must earn a minimum score of 176 to be considered a suitable cannabis Manufacturer – Processor business.

Y / L / N: "Y" = Yes (10 Points) "L" = Lacking some level of detail or information (5 Points) "N" = No (0 Points)						
<u>Records Software</u> - Standard operating procedures include electronic tracking and storage of required records of sales, delivery manifests, and inventory.	Y / L / N					
<u>Track-and-Trace</u> - Standard operating procedures include detailed California Cannabis Track-and-Trace (CCTT) procedures as outlined by the State.	Y / L / N					
<u>State Testing Requirements</u> - Standard operating procedures include plans and procedures for ensuring all cannabis products on the premises or held by the applicant have met the testing requirements as defined by the State.	Y / L / N					
<u>Employee Training</u> - Quality of proposed employee training, for example, training on differences in products, potency of products, customer service, and/or laws governing "adult use" vs medical use.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Customer Education</u> - Quality and detail of plan for educating customers regarding cannabis products, including the potency and effects of products, as well as variety.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Marketing</u> - Detail of the key aspects of the marketing strategy that would be generated and incorporated into the marketing plan. The proposed marketing strategy must describe compliance with local regulations related to advertising (e.g. signage, etc.)	Provided? Y = 5 N = 0					
<i><u>Sub-Section 2B: COMMUNITY BENEFITS</u></i> <i>Benefits the business will provide to the community and its ability to serve Grass Valley.</i>	<u>SCORING CRITERIA</u>	Retail or Delivery Only Dispensary	Manufacturer Processor	Testing Laboratory	Nursery	Distribution
The business will further the City Council's goals to support and promote the quality of life, enhance the local community and charm, and help sustain the local economy through a community engagement plan that demonstrates an understanding of the community, its values and unique aspects, and how the business will integrate into the community. The plan must address: 1. How the business plans to create well-paying, high quality jobs with benefits via a share in ownership, management, or other employment opportunities. 2. How the business plans to assist organizations in our community that provide help to those persons most harmed by cannabis criminalization and poverty? (e.g. mobile crisis team, crystal ridge rehab) 3. How the business plans to work with local non-profits and other community groups. Non-profits or groups located in Grass Valley or serving Grass Valley are preferred. 4. How the business plans to educate the youth in the community about the dangers of substance abuse. Such planned outreach may include local schools and youth groups (e.g. high schools, NEO, etc.)	Awarded on level of detail compared to other proposals. Completely addresses the questions and provides detailed answer for each component of question = 20 Answers each component of the question, but with less detail or missing some information = 15 Least complete or failing to answer on or more components of the question = 10 Does not address = 0					
<i><u>Sub-Section 2C: PRODUCT OFFERINGS</u></i> <i>Quality and variety of cannabis strains and derivative product offerings.</i>	<u>SCORING CRITERIA</u>	Retail or Delivery Only Dispensary	Manufacturer Processor	Testing Laboratory	Nursery	Distribution
<u>Product Procurement</u> - Detail of procurement plan, such as due diligence performed prior to executing purchase contracts and quality control of incoming products.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					

SECTION 3: NEIGHBORHOOD COMPATIBILITY & ENHANCEMENT

<i>How the business will fit into the community and the extent to which proposed operation will enhance the neighborhood.</i>	SCORING CRITERIA	Retail or Delivery Only Dispensary	Manufacturer	Testing Laboratory	Nursery	Distribution
			Processor			
<p><u>Exterior Design Concept</u> - Quality and detail of a contextual exterior design which reflects the best of the City's architectural traditions, the use of quality materials and the level of investment that can be expected for the architecture, landscaping, signage, lighting, entry experience, parking, etc. The quality will be judged, in part, by fit within the city (integration into existing urban fabric and architectural landscape).</p>	<p>Exceedingly detailed design that incorporates the City's design guidelines and architecture = 10 Design incorporates some elements of Grass Valley design and architecture = 5 Minimal to no changes to building design = 0</p>					
<p><u>Integration of Security Measures</u> - Quality and detail of applicant's plan to integrate security enhancements into the physical design/concept, so as not to be overly noticeable by customers or the public. Applicant should provide details about physical and technological security components as well as crime prevention efforts through environmental and site planning.</p>	<p>Exceedingly detailed plan that demonstrates subtle and effective security measures = 10 Minimal detail = 5 No security enhancements proposed as part of the design = 0</p>					
<p><u>Air Quality/Odor Control</u> – Describe the proposed ventilation and air purification system, including its demonstrated effectiveness and any geographical nuisance mitigation (should include examples of where a similar system has worked effectively).</p>	<p>Exceedingly detailed = 10 Lacking detail & missing some information = 5 Missing substantial information = 0</p>					

SECTION 4: SECURITY PLAN

<i>Safety and Security Program</i> <i>(*Security plans will not be made public)</i>	<u>SCORING</u> <u>CRITERIA</u>	Retail or Delivery Only Dispensary	Manufacturer Processor	Testing Laboratory	Nursery	Distribution
		<u>Security Experience</u> - Experience of individual/firm designing the security plan. Individual/ firm should be identified, and experience described. If delivery services are proposed with a retail application, include information on the quality of delivery driver security, safety procedures, and vehicle security, including driver education related to potential hazards and response thereto.	Very experienced = 15 Minimal experience or missing information = 10 No experience or missing substantial information = 0			
<u>Background Checks</u> – The City requires the use of background checks in the employee hiring process. Provide detail about level of checks and use of the information obtained.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Employee Safety Education</u> - Quality of employee safety education plan, including training regarding product handling, burglary protocols, robbery protocols, and other potential hazards of the cannabis business.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Employee Theft Reduction Measures</u> - Quality and extensiveness of employee theft reduction measures, including audits and check in/out.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Cash Management Plan</u> - Quality and detail of cash management plan, including cash counting/ reconciliation procedures, cash storage, cash transport, deposit into a banking institution (if any), and employee training.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Product Access Protocols</u> - Business plan details product access protocols. Product access protocols must include, but are not limited to, a separate check-in area where identification is checked to ensure that only qualified employees gain access to where cannabis products are stored.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Product Deliveries</u> - Quality of plan for securing product deliveries to the business (i.e. from delivery vehicles to building).	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Security Guards</u> - Quality of the anticipated security guard plan for the business, including number of guards, hours, protocols, and day-to-day procedures/operations.	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					
<u>Video Camera Surveillance</u> - Security plan includes video camera surveillance. Additionally, overall quality of the applicant’s plan to use cameras, including number of cameras, locations, resolution, and how long footage is saved and how access is granted by investigative/regulatory agencies	Exceedingly detailed = 15 Lacking detail & missing some information = 10 Missing substantial information = 0					