



FINANCE

RFP 834-24 Cannabis Consulting & Support Services

Addendum 1
Date: July 20, 2024

Questions:

1. How many operational cannabis businesses does the City currently have?
The City has 8 operational facilities.
2. Pursuant to LMC 5.56.030(B), has the City implemented a maximum number of licenses?
No.
3. Can the City provide their adopted merit criteria for scoring cannabis applications?
Merit scoring is not used for cannabis applications.
4. TASK 1:
Periodic surcharge audits – How many total audits are expected to be conducted each year?
One audit, per facility, per year.
5. TASK 2:
Prepare for and facilitate regulatory compliance inspections – How many total inspections are expected to be conducted each year?
One inspection, per facility, per year.
Is the Consultant required to be on-site at the licensee's facility to complete the inspections?
Yes, that would be favorable.

6. TASK 3:

Provide services required for review of applications - How many total applications are expected to require review each year?

There are 1-5 applications submitted on average per year.

Are sample applications available to review?

Yes, the City can provide sample applications.

How quickly does the City expect the application initial completeness review and overall review to be completed?

30 days on average for reviews.

7. TASK 4:

Conduct background checks for cannabis operators - How many total background checks are expected to be conducted each year?

The number is unknown currently.

Is the background check cost paid by the licensee?

Yes.

Are charges paid by the licensee outside Clause 5A of Agreement "shall not exceed" clause?

Yes.

8. TASK 5:

Other additional cannabis related duties – Does the City anticipate requiring any type of cannabis training for its employees?

Yes, the City is open to training employees.