

EXHIBIT A

APPLICATION RESPONSE PACKET

East County MCDOP RFP 2017

To: The County of Alameda, Community Development Agency

From: _____
(Official Name of Applicant)

- **AS DESCRIBED IN THE SUBMITTAL OF APPLICATIONS SECTION OF THIS RFP, APPLICANTS ARE TO SUBMIT ONE ORIGINAL HARDCOPY APPLICATION (EXHIBIT A – APPLICATION RESPONSE PACKET), INCLUDING ADDITIONAL REQUIRED DOCUMENTATION), WITH ORIGINAL INK SIGNATURES, PLUS 6 COPIES AND ONE ELECTRONIC COPY OF THE APPLICATION IN PDF**
- **ALL PAGES OF THE APPLICATION RESPONSE PACKET (EXHIBIT A) MUST BE SUBMITTED IN TOTAL WITH ALL REQUIRED DOCUMENTS ATTACHED THERETO; ALL INFORMATION REQUESTED MUST BE SUPPLIED**
- **EACH APPLICANT MUST SIGN AND SUBMIT THE APPLICANT INFORMATION AND ACCEPTANCE FORM BELOW**
- **EACH LANDOWNER MUST SIGN AND SUBMIT THE LANDOWNER INFORMATION AND ACCEPTANCE FORM BELOW**
- **ALL NOTATIONS MUST BE PRINTED IN INK OR TYPEWRITTEN; ERRORS MAY BE CROSSED OUT AND CORRECTIONS PRINTED IN INK OR TYPEWRITTEN ADJACENT, AND MUST BE INITIALED IN INK BY PERSON SIGNING THE APPLICATION**

APPLICANT INFORMATION AND ACCEPTANCE

Official Name of Applicant: _____

Street Address Line 1: _____

Street Address Line 2: _____

City: _____ State: _____ Zip Code: _____

Webpage (if applicable): _____

Type of Entity / Organizational Structure (check one):

- Corporation
- Limited Liability Partnership
- Limited Liability Corporation
- Other: _____
- Joint Venture
- Partnership
- Non-Profit

Jurisdiction of Organization Structure: _____

Date of Organization Structure: _____

Primary Contact Information:

Name / Title: _____

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

[SIGNATURE AND ADDITIONAL INFORMATION AND ACCEPTANCE FOLLOW ON NEXT PAGE]

APPLICANT INFORMATION AND ACCEPTANCE (CONTINUED)

1. The undersigned Applicant declares that the Application Documents, including, without limitation, the RFP, Addenda, and Exhibits have been read.
2. The undersigned Applicant has reviewed the Application Documents and fully understands the requirements in this RFP.
3. The undersigned Applicant authorizes the County, its agents and employees, to seek verification of the information contained in the Application.
4. The undersigned Applicant agrees to hold harmless and indemnify the County from all costs and expenses including attorney's fees that the County may incur in connection with processing the Applicant's Application.
5. The undersigned Applicant declares, under penalty of perjury, that:
 - a. I am the Applicant or have legal authority to sign on behalf of the Applicant;
 - b. The Applicant has the ability to comply with laws regulating businesses in the state of California and shall maintain compliance with all relevant laws during the term of the permit;
 - c. The Applicant and every person listed in the Application as an owner (being a person with an ownership interest of more than ten (10) percent in the proposed dispensary), manager, supervisor or employee has not been convicted of a felony within the past three years; and
 - d. The Applicant is at least eighteen (18) years of age.
6. The undersigned Applicant certifies, under penalty of perjury, that:
 - a. All the information contained in this Application is true and correct; and
 - b. The Applicant has reviewed and understands and accepts the standard conditions set forth in the Alameda County Ordinance Code Section 6.108.120.

SIGNATURE: _____

Name and Title of Signer: _____

Dated this _____ day of _____ 2017

LANDOWNER INFORMATION AND ACCEPTANCE

- 1. The undersigned Landowner declares, under penalty of perjury, that:
 - a. I am the owner of the proposed dispensary site identified in Exhibit A;
 - b. I consent to the proposed use of the land by the Applicant for the purpose of a medical cannabis dispensary.

If the site has more than one landowner, the signature of each landowner is required. Provide a completed Landowner Information and Acceptance for each landowner and clearly identify the total number and names of all relevant Landowners.

Official Name of Landowner: _____

Street Address Line 1: _____

Street Address Line 2: _____

City: _____ State: _____ Zip Code: _____

Type of Entity / Organizational Structure (check one):

- Corporation
- Limited Liability Partnership
- Limited Liability Corporation
- Other: _____
- Joint Venture
- Partnership
- Non-Profit

Jurisdiction of Organization Structure: _____

Date of Organization Structure: _____

Primary Contact Information:

Name / Title: _____

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

SIGNATURE: _____

Name and Title of Signer: _____

Dated this _____ day of _____ 2017

REQUIRED DOCUMENTATION AND SUBMITTALS

All of the documentation listed below is required. Applicants shall submit all documentation, in the order listed below and clearly label each section with the appropriate title (i.e. Table of Contents).

1. **Table of Contents:** Application responses shall include a table of contents listing the individual sections of the Application and their corresponding page numbers. Tabs should separate each of the individual sections.
2. **Letter of Transmittal:** Application responses shall include a description of Applicant's capabilities and approach and provide a brief synopsis of the highlights of the Application and overall benefits of the Application to the County. This synopsis should not exceed three pages in length and should be easily understood.
3. **Exhibit A – Application Response Packet:** Every Applicant must complete and submit the complete Exhibit A – Application Response Packet, which includes the following components:
 - (a) **Applicant Information and Acceptance**

The Applicant Information and Acceptance on pages 2 to 3 of Exhibit A (above) shall be completed and signed by the Applicant and submitted as **Item (a)** in the Application Response Packet.
 - (b) **Landowner Information and Acceptance**

The Landowner Information and Acceptance on page 4 of Exhibit A (above) must be completed and signed by each owner of the land where the cannabis dispensary is proposed. If the site has more than one owner, provide a completed Landowner Information and Acceptance for each landowner and clearly identify the total number and names of all relevant landowners. The completed and signed page 4 (plus any additional pages for additional landowners) shall be submitted as **Item (b)** in the Application Response Packet.
 - (c) **Applicant and Employee Information**

Exhibit B – Applicant and Employee Information was required to be completed, signed and submitted prior to filing this portion of the Application. The Applicant shall submit an exact copy of the previously submitted Exhibit B as **Item (c)** in the Application Response Packet.
 - (d) **Security Plan**

A Security Plan shall be submitted as **Item (d)** in the Application Response Packet. The Security Plan shall respond to the requirements of Section 6.108.060.A.11 of the Alameda County Ordinance Code.

- (e) **Floor Plan**
- A Floor Plan shall be submitted as **Item (e)** in the Application Response Packet. The Floor Plan shall respond to the requirements of Section 6.108.060.A.12 of the Alameda County Ordinance Code.
- (f) **Description of External Appearance**
- A Description of External Appearances shall be submitted as **Item (f)** in the Application Response Packet. The Description of External Appearances shall respond to the requirements of Section 6.108.060.A.13 of the Alameda County Ordinance Code.
- (g) **Description of Products**
- A Description of Products shall be submitted as **Item (g)** in the Application Response Packet. The Description of Products shall respond to the requirements of Section 6.108.060.A.14 of the Alameda County Ordinance Code.
- (h) **Mission Statement**
- A Mission Statement shall be submitted as **Item (h)** in the Application Response Packet. The Mission Statement shall respond to the requirements of Section 6.108.060.A.15 of the Alameda County Ordinance Code.
- (i) **Mitigation Measures**
- A statement of Mitigation Measures shall be submitted as **Item (i)** in the Application Response Packet. The Mitigation Measures shall respond to the requirements of Section 6.108.060.A.16 of the Alameda County Ordinance Code.
- (j) **Operating Plan**
- An Operating Plan shall be submitted as **Item (j)** in the Application Response Packet. The Operating Plan shall respond to the requirements of Section 6.108.060.A.21 of the Alameda County Ordinance Code.
- (k) **Environmental Considerations**
- A statement of Environmental Considerations shall be submitted as **Item (k)** in the Application Response Packet. The statement of Environmental Considerations shall respond to Section E of the Final Evaluation Criteria contained in the RFP.
- (l) **Community Benefit**
- A statement of Community Benefit shall be submitted as **Item (l)** in the Application Response Packet. The statement of Community Benefits shall respond to Section F of the Final Evaluation Criteria contained in the RFP.



(m) Local Commitment

If applicable, a statement of Local Commitment shall be submitted as **Item (m)** in the Application Response Packet. The statement of Local Commitment shall respond to Section I of the Final Evaluation Criteria contained in the RFP.

If the Applicant does not seek to apply for the additional points available in the evaluation process to Applications that respond to the Local Commitment criteria, the Applicant shall submit as **Item (m)** a statement that this criteria is not applicable.

