



**CITY OF EUREKA, CALIFORNIA**

**REQUEST FOR PROPOSALS (RFP)**

**ADDENDUM #1 (ANSWERS TO QUESTIONS)**

**Project Title:** CANNABIS RETAIL BUSINESS INVITATION (2019-13)

**Description:** Selection of cannabis retail businesses to be invited to either begin the Use Permit process or modify existing retail Use Permits in 2019.

**Contact Person:** Rob Dumouchel, Associate Planner  
Development Services Department  
City of Eureka, 531 K Street, Eureka, CA 95501  
Phone: (707) 441-4164  
Email: [rdumouchel@ci.eureka.ca.gov](mailto:rdumouchel@ci.eureka.ca.gov)

## **ADDENDUM #1 (ANSWERS TO QUESTIONS)**

### **Questions received at the Optional Pre-submittal Meeting/Conference Call on February 15, 2019:**

#### **Question 1: Are retail businesses required to have a man-trap door?**

Answer 1: The man-trap door requirement is related to security risk levels for a particular site. The answer to this question is dependent on the amount of cannabis on-site. The answer to this question will vary from case to case.

#### **Question 2: How would the City prefer that proposals show the layout of proposed retail businesses?**

Answer 2: This can be achieved in a number of ways. Photos, drawings, renderings, etc. are all acceptable. The goal is not to have the most elaborate visualizations, rather we are seeking visualizations reviewers can clearly comprehend when evaluating a proposal.

#### **Question 3: Do proposals need to show an exact floor plan for the retail business?**

Answer 3: No. At this stage, reviewers are looking for a general understanding of how the business will be arranged. If a proposal is selected, more specific plans will be required to accompany Commercial Cannabis Licenses and Building Permits.

#### **Question 4: How many proposals will be accepted?**

Answer 4: There is no cap to the number of proposals accepted nor the number that can be approved. That number is at the discretion of the City Council.

#### **Question 5: If our business plans to phase in retail activities over time, should we include all of them in the proposal?**

Answer 5: It is up to the individual business as to how they wish to proceed, however, it is advisable to include all potential uses in the proposal to avoid having to return for another round of cannabis retail RFP or to have to modify a use permit in the future to add additional uses.

**Question 6: Does it help my application if I have a proven track record of being a licensed and compliant cannabis business in Eureka?**

Answer 6: This can be a positive factor as it shows the business has the capacity to successfully acquire permits and run a cannabis operation within the limits of the Eureka Municipal Code and State laws.

**Question 7: If a site is located in the Coastal Zone where on-site consumption is not yet certified, can the use be included in a proposal.**

Answer 7: Yes. A successful applicant in the Coastal Zone may need to wait to have the on-site consumption use approved at their location, however they are encouraged to include the use in their proposal to show the full scope of their retail intentions.

**Question 8: Is there a requirement for bathroom sizes? Are businesses required to provide a bathroom for both customers and staff?**

Answer 8: These are California Building Code questions and not relevant for this RFP.

**Question 9: Does a retail license include delivery? Does it cost more to add delivery to a proposal?**

Answer 9: Delivery is one of the possible uses allowed with a retail license. Delivery must be specifically included in the proposal if a business wishes to engage in that activity.

**Question 10: Can a retail cannabis business just do delivery?**

Answer 10: Yes, this is allowable.

**Question 11: Does it cost more to add multiple types of retail activities to a proposal (i.e. dispensary, delivery, on-site consumption, etc.)?**

Answer 11: No, there is no cost to submit a proposal.

**Question 12: Are applications going to be rejected if they are not submitted double sided.**

Answer 12: No. This is an attempt to reduce the amount of paper involved in proposals, it will not be a factor in scoring or acceptability of applications.

**Questions received by email, phone or in person before February 19, 2019:**

**Question 13: Are drive-through windows allowed for retail cannabis businesses?**

Answer 13: No.

**Question 14: Will on-site consumption businesses be allowed to sell non-cannabis food or anything else?**

Answer 14: The City has no restriction on selling non-cannabis food or other items in a cannabis retail facility. It is recommended that prospective retailers familiarize themselves with State cannabis regulations which may impose restrictions on non-cannabis sales in a cannabis retail facility.