



Town of Southwick
Marijuana Establishment Request For Information (RFI) Evaluation And Scoring

Marijuana Establishment Applicant: Company ABC RFI Package Content Reviewed by: SB Administrative Assistant

Evaluation & Scoring by: Chief Administrative Officer Date Completed: 6/17/24

The Marijuana Establishment RFI Evaluation and Scoring sheet is completed independently by each Select Board member. **All initial RFI Respondents will be evaluated on the same matters.** Scoring is based on levels of strength of adherence to the stated criteria, ranked 1-5, with 5 being the strongest, and 1 being the weakest. The members shall submit a copy of their evaluation to the Chief Administrative Officer to compile the scoring results.

Scoring: Each numbered evaluation topic shall be tallied by adding the value given by each Select Board member for that topic, and dividing the sum by three (3), the number of Select Board members for the average score per topic. The sum of all topics will be aggregated and the average scores compared to the score ranges.

EVALUATION	Scoring Range	4.3-5.0	3.5-4.2	2.7-3.4	1.9-2.6	1.0-1.8	A	
	Rank	Very Strong	Strong	Acceptable	Needs Improvement	Not Acceptable	Total Rank Per Topic	Avg Range Per Topic
	Value	5	4	3	2	1		
Area of Review	Place the total number of each Select Board Member's rank in the appropriate column						B # Evaluations 3	Divide A by # in B
1. Respondent(s) demonstrates knowledge and understanding of licensing procedures (Ref: Complete and clear RFI package submission, Cover letter narrative, 3a, 3d, 4e)			12				12	4.0
2. Respondent(s)' management and operations team(s) demonstrate prior experience in commercial cannabis ventures or other relevant experience in relevant fields (Ref: Cover letter narrative, 3c-e, 3g)			8	3			11	3.7
3. Respondent(s)' proposal demonstrates market and financial feasibility:								

Marijuana Establishment Applicant:	Rank Value	Very Strong 5	Strong 4	Acceptable 3	Needs Improvement 2	Not Acceptable 1	Total Rank Per Topic	Avg Range Per Topic
3.1 Demonstrates personal familiarity with the Southwick community (Ref: Cover letter narrative, 2c, 4d)					6		6	2.0
3.2 Strength of Respondent/Principals' indications as to why this proposed establishment should be provided a license over other respondents (Ref: Cover letter narrative)				6	2		8	2.7
3.3 Strength of financial summary and ability to acquire access to proposed business location, build/remodel plan, capital resources for start up, and likelihood to obtain funding (Ref: 2d-e, 3h, 3j)	5	8					13	4.3
3.4 Strength of business plan and 3 year projections presented (Ref: 3h-3j)		4	6				10	3.3
4. The Respondent has presented high quality and well-formulated management and operations plans (Ref: 3c-3f, 4e-4f)		12					12	4.0
5. The Respondent has an acceptable development timeline and ability to bring the proposed Marijuana Establishment to timely commencement (Ref: 3a, 3f-g, 3j)		12					12	4.0
6. Respondent has made commitments and proposals for positive community impacts:								
6.1 Strength of proposal for full & part-time employment, with priority for Southwick residents (Ref: 4c)	10	4					14	4.7

Marijuana Establishment Applicant:	Rank Value	Very Strong 5	Strong 4	Acceptable 3	Needs Improvement 2	Not Acceptable 1	Total Rank Per Topic	Avg Range Per Topic
6.2 Strength of diversity plan to promote equity among minorities, women, veterans, people with disabilities, all gender identities and sexual orientation, including priority for Southwick residents (Ref: 4e)		15					15	5.0
6.3 Respondent has demonstrated positive Town benefits the the Marijuana Establishment will provide, financial and otherwise (Ref: Cover letter narrative, 4d)			12				12	4.0
6.4 Respondent has demonstrated plans for environmental sustainability in cultivation, manufacturing, and sourcing of retail products and with the overall operation of the Marijuana Establishment, including local sourcing, where possible (Ref: 4f)				3	4		7	2.3
SUB-TOTALS		30	72	18	12	0	132	44.0
Marijuana Establishment Applicant:	Rank Value	Priority 5						
7. *Additional Scoring Consideration: Respondent has submitted verification of social equity priority by being pre-verified/verified as a Social Equity business or Economic Empowerment Priority Applicant		15						5.0
TOTALS		45	72	18	12	0	147	49.0
Scoring Range		4.3-5.0	3.5-4.2	2.7-3.4	1.9-2.6	1.0-1.8	3.77 divide by (# resp x # questions)	3.77 divide by # questions 12 (or 13*)