

RFP 58819009: Medical Cannabidiol Manufacturers – Technical Review Scoring Tool

Applicant: \_\_\_\_\_

Location: \_\_\_\_\_

Reviewer Name: \_\_\_\_\_

Technical Requirement	Met?		Comments
Intent to Apply email was received by Wednesday May 16, 4:00 p.m.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Application received by 4:00 p.m. on May 31, 2018	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
The applicant or its owners do not currently hold a medical cannabidiol manufacturer license in Iowa	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<p>The applicant is registered to do business in the state of Iowa (Secretary of State's office) or has started the registration process. If the applicant is not registered to do business in the state of Iowa at the time of application, the applicant has provided evidence of submission of required materials to be registered to do business in the state of Iowa with the application.</p> <p>→ A file stamped copy of the organization's articles of incorporation or certificate of organization is sufficient as evidence of submission of required materials.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
All owners of the business entity are disclosed; and all owners do not have a history of a conviction of a disqualifying felony offense.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
The applicant has provided a current and valid email account for electronic communications with Department.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<p>The completed application included the following components:</p> <p>1. One original and ten (10) paper copies of the application, inclusive of all required information, with each application</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

single-sided and securely bound.			
2. One CD containing an electronic version of the application, inclusive of all required information, in a searchable PDF file format.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
3. One CD containing the redacted version of the application (if any) submitted under section 1.24 of this RFP.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
4. One cashier's check made out to the Iowa Department of Public Health for \$7,500 as payment of the non-refundable application fee.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
All application information is typed in 12-point Times New Roman font, 1.5 line spacing, and 1-inch margins on each side. No portion of the application is hand written except for documents that require signatures.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Narrative is limited to 200 pages, excluding Mandatory Certification Forms, Operating Procedures, Floor Plans, and any other document required or suggested.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Margins are a minimum of one inch on all sides	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
The application is single-sided with 1.5 spacing, unless on a required form provided by the Department.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
The cover page is complete and signed	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
The Statutory Requirements Certification Form is complete and signed	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
The Licensing/Regulatory Authority Release Form is complete and signed	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
The Proper Zoning Form is complete and signed	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
The Owner Certification Form is complete and signed	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
The original and each copy is securely bound.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

This application meets all of the technical requirements outlined in the RFP?

Yes, the application will be moved into Phase II of the Review Process.

No, however, IDPH considers the item(s) found are nonmaterial, and are waived as a minor variance, and the application will be moved into Phase II of the Review Process.

Comments/explanation:

No, the item(s) found are material and the application will be rejected because:

Additional comments as applicable:

Signature and date of reviewer for Phase I:

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