

Exhibit A – Required Forms

**Lewiston-Nez Perce County Airport Authority
Request for Qualifications (RFQ)
Legal Counsel Services**

Form A-1: Acknowledgment of Receipt and Intent to Submit

Firm / Attorney Name:

Primary Contact Person:

Title: _____

Address: _____

Phone: _____

Email: _____

Please check one of the following options:

- ☐ We intend to submit a Statement of Qualifications (SOQ) in response to this RFQ.
- ☐ We do not intend to submit, but wish to remain on your mailing list.
- ☐ We do not intend to submit and request to be removed from the mailing list.

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

Please return this acknowledgment by email to **airport@golws.com** no later than _____ to ensure receipt of any addenda or clarifications issued.

Form A-2: Conflict of Interest Disclosure Statement

Lewiston–Nez Perce County Airport Authority

Request for Qualifications (RFQ)

Legal Counsel Services

The undersigned hereby certifies that:

- Neither the firm nor any individual assigned to represent the Authority has a financial or personal interest that would conflict, or appear to conflict, with the performance of services under this engagement.
- The firm agrees to immediately disclose any potential conflict that may arise during the term of the agreement.
- The firm further certifies that no officer, employee, or agent of the Authority has a direct or indirect financial interest in this proposal or in any resulting contract.

Firm / Attorney Name:_____

Address:_____

Authorized Representative (Signature):_____

Printed Name & Title:_____

Date:_____

Note: Disclosure of any potential or existing conflict does not automatically disqualify a respondent. It enables the Authority to evaluate and address conflicts appropriately.

Form A-3: Non-Collusion Affidavit

Lewiston–Nez Perce County Airport Authority

Request for Qualifications (RFQ)

Legal Counsel Services

STATE OF IDAHO

COUNTY OF _____

I, _____, being first duly sworn, depose and state as follows:

I am the _____ (Title) of _____ (Firm or Attorney Name), and am authorized to make this affidavit on behalf of the firm.

I have personally read and examined the RFQ and all related documents for the provision of Legal Counsel Services to the Lewiston–Nez Perce County Airport Authority.

Neither the undersigned, nor any person, firm, or corporation associated with this firm has:

- Entered into any agreement, understanding, or combination to restrain trade, fix prices, or otherwise limit competition in connection with this proposal;
- Disclosed to any competitor or other person information regarding the contents of this proposal prior to the official submission date and time;
- Induced or attempted to induce any other person or firm to refrain from submitting a proposal; or
- In any way colluded, conspired, or agreed with any other person or firm to submit a non-competitive or fraudulent proposal.

The undersigned further certifies that this proposal is made in good faith and without any fraud, collusion, or connection with any other respondent.

Signature: _____

Printed Name: _____

Title: _____

Firm Name: _____

Address: _____

City, State, ZIP: _____

Phone: _____

Email: _____

Date: _____

Notary Acknowledgment

Subscribed and sworn to before me this ____ day of _____, 20____.

Notary Public: _____

Residing at: _____

My Commission Expires: _____

(Seal)