



NORFOLK AIRPORT AUTHORITY

PART III

PROPOSAL FORM

INDEPENDENT AUDITING SERVICES

March 28, 2019

PROPOSAL

TO: NORFOLK AIRPORT AUTHORITY

- A. The undersigned hereby offers to provide independent auditing services (the “Service”) to the Norfolk Airport Authority (“Authority”) as described in the Request for Proposals dated as of March 28, 2019, which is incorporated herein by this reference. Respondent’s Transmittal Page attached hereto describes the specific services which Respondent wishes to provide the Authority.

- B. Full legal name of Respondent: _____

- C. Principal business address of Respondent:

- D. This Proposal shall be irrevocable for a period of ninety (90) days after the Due Date. The Respondent hereby makes each and every representation and agreement required by the RFP. Respondent agrees that none of the information provided to the Authority has been given in confidence. All or any part of the information may be used or disclosed by or on behalf of the Authority without liability of any kind.

- E. The Proposal is based solely on Respondent's own knowledge of professional accounting and auditing business.

- F. Respondent hereby certifies that no officer, director, employee, or agent of Respondent who will be directly involved in the supervision, direction, or provision of the Service to the Authority, has ever been convicted of and does not have pending criminal charges of the disqualifying criminal offenses listed in 49 CFR §1542.209(d) or any comparable regulations. Respondent further certifies that no individual who has been convicted of or has pending criminal charges of the disqualifying criminal offenses listed above will perform any work pursuant to the Proposal Documents on the property of the Authority unless the Respondent has obtained the express prior approval of the Authority for that individual.

- G. Respondent certifies that it has full authority to provide independent auditing services in the Commonwealth of Virginia and has determined all requirements for permits, licenses, and certificates required by any regulatory agency (federal, state, and local) for Respondent and its employees to provide the Service, and that Respondent has obtained or will be able to obtain any required permits, licenses, and certificates promptly upon receipt of the Notice of Intent to Award from the Authority.

- H. The entire Proposal and all of the Proposal Documents, all papers required by it and all exhibits and other papers made a part thereof by its terms are incorporated herein and made a part of this Proposal. The Proposal consists of this Proposal Form, the

Transmittal Page and the following additional documents and exhibits submitted by Respondent: _____

I. Any notices to be provided by Authority to Respondent pursuant to this Proposal or the RFP shall be given to the following individual:

Name: _____
Mailing address: _____

Telephone number: _____
Facsimile number: _____
E-mail address: _____

Witness the following signature:

AUTHORIZED SIGNATURE OF RESPONDENT:

Full Name of Respondent Firm: _____

Signature: _____

Printed Name and Title of Individual Signing: _____

Date Signed: _____

ACKNOWLEDGEMENT

I, the undersigned, as Secretary, Assistant Secretary or other officer of the Respondent submitting the foregoing Proposal, hereby certify that pursuant to the By-Laws, Resolutions or other governing documentation of the Respondent, the individual who has signed this Proposal on behalf of the Respondent is authorized to do so.

NAME
TITLE

(Corporate Seal)