

**EXHIBIT 1
PROPOSAL COVER SHEET**

This cover sheet must be placed on the very top of your proposal.

Bid Title:

Bid Due Date & Time:

We have received all documents related to the above referenced project. We have examined all documents and have had the opportunity to submit questions for clarification. We hereby propose to furnish the services per the specifications as follows:

Estimated Delivery / Completion Date:

Company Name:

Address:

Federal Identification Number:

By (sign in ink after printing)

Title:

**EXHIBIT 2
NON-COLLUSION CERTIFICATE**

I HEREBY CERTIFY I am the

(Title)

and the duly authorized representative of the firm of

whose address is

AND THAT NEITHER I nor, to the best of my knowledge, information and belief, the above firm nor any of its other representatives I here represent have:

(a) Agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the bid or offer being submitted herewith;

(b) Not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the bid price or price proposal of the bidder or offer herein or any competitor, or competitive bidding in connection with the Contract for which the within bid or offer is submitted; and that no member of the County Commission of Harrison County, West Virginia, administrative or supervisory personnel or other employees of Harrison County have any interest in the bidding company except as follows: (complete if applicable)

I solemnly affirm under the penalties of perjury that the contents are true to the best of my knowledge, information, and belief.

Signature (sign in ink after printing)

Printed or Typed Name:

Date: