



General Contractors - Construction Managers  
400 Blue Hill Drive, Suite 2C - Westwood, MA 02090  
(781) 326-3466 - Fax (781) 326-3477

**STATEMENT OF CONTRACTORS QUALIFICATIONS**

Date: \_\_\_\_\_

Major Trade: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Type of Company:     Corporation             Partnership             Sole Proprietorship

Date Formed: \_\_\_\_\_ State of Incorporation: \_\_\_\_\_

Federal Tax ID#: \_\_\_\_\_

Avg. work in place (last 5 years): \$ \_\_\_\_\_ Work under contract: \$ \_\_\_\_\_

Avg project size in place last year: \$ \_\_\_\_\_ Uncompleted backlog: \$ \_\_\_\_\_

Number of Employees:    Office \_\_\_\_\_            Field \_\_\_\_\_            Shop \_\_\_\_\_

List Geographic Areas Covered: \_\_\_\_\_

List Trades and State(s) in Which Company Holds Licenses:

_____	License Number: _____
_____	License Number: _____
_____	License Number: _____
_____	License Number: _____

Do you have a Service Department?             Yes             No

Do you have 24 hour coverage?             Yes             No

List of Company Officers & Percentage of Ownership:

Chief Executive Officer:	_____	_____ %
President:	_____	_____ %
Vice President:	_____	_____ %
Chief Operating Office:	_____	_____ %
Treasurer:	_____	_____ %
Secretary:	_____	_____ %

**BONDING CAPACITY**

Surety Company Name: \_\_\_\_\_

Surety Broker Name: \_\_\_\_\_

Bonding Capacity Per Job: \_\_\_\_\_ \$

Aggregate: \_\_\_\_\_ \$

Date of Last Bond: \_\_\_\_\_

Bond Rate: \_\_\_\_\_ %

Please list the persons or entities who provide indemnification to your Surety: \_\_\_\_\_

\_\_\_\_\_

Contact Information:

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

**BANK & CREDIT REFERENCES**

Do you have a line of credit from any lending institution?     Yes     No    Amount: \_\_\_\_\_

Please list three bank and credit references (include Company Name, Contact & Phone Number)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attach Financial Statement, Include Most Recent Copy on Auditor's Letterhead.

**TRADE REFERENCES**

List Six Trade References (Contact & Phone):

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

Attach a List of all Major Projects Completed Within the Past Three Years. Include the Project Name, Owner, General Contractor, Contact, Phone, Start Date, Completion Date and Contract Amount.

List Three Major Projects Presently Under Construction:

Project: \_\_\_\_\_ Owner: \_\_\_\_\_  
Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
Start Date: \_\_\_\_\_ Finish Date: \_\_\_\_\_ Contract Amount: \_\_\_\_\_

Project: \_\_\_\_\_ Owner: \_\_\_\_\_  
Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
Start Date: \_\_\_\_\_ Finish Date: \_\_\_\_\_ Contract Amount: \_\_\_\_\_

Project: \_\_\_\_\_ Owner: \_\_\_\_\_  
Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
Start Date: \_\_\_\_\_ Finish Date: \_\_\_\_\_ Contract Amount: \_\_\_\_\_

List Volume for the Past Three Years:

	20____	20____	20____
Private Work	\$ _____	\$ _____	\$ _____
Public Work	\$ _____	\$ _____	\$ _____

Are You Signatory to Any Labor Agreement?  Yes  No  
Which Trades? \_\_\_\_\_

Do You Have a Written Safety Program That is Available on Request  Yes  No

Do You Require Your Field Employees to be OSHA, 10 Hour Certified?  Yes  No  
(If No, Please describe Safety Training your provide)

Have You Been Cited by OSHA Within the Last Four Years?  Yes  No  
(Explain)

Do You Qualify as a SOMWBA Approved Minority Business Enterprise (MBE)?  Yes  No

Do You Qualify as a SOMWBA Approved Women Owned (WBE) Enterprise?  Yes  No

Do You Qualify as a Small Business Enterprise?  Yes  No

Minimum Size of Job Your Firm Would Like to Perform \$ \_\_\_\_\_

Maximum Size of Job Your Firm Would Like to Perform \$ \_\_\_\_\_

**PERFORMANCE AND CLAIM HISTORY**

Have you ever failed to complete a project?  Yes  No  
*(If yes, please explain on a separate page)*

Have you ever failed to complete a project on time?  Yes  No  
*(If yes, please explain on a separate page)*

Have you had a contract terminated due to performance?  Yes  No  
*(If yes, please explain on a separate page)*

Has Company or any of its Owners declared bankruptcy in the last 5 years?  Yes  No

Are there, or have there been, any claims or suits (including arbitration or administrative proceedings) by or against you in relation to your performance or compliance with applicable laws on a construction project, either pending or resolved, within the last five years?  Yes  No  
*(If yes, please provide a description of all such claims or suits on a separate page, including case name, docket number, jurisdiction, description of the claims at issue, and the final outcome if applicable)*

Are there any pending or unpaid debts or judgments against you?  Yes  No  
*(If yes, please provide a detailed explanation on a separate page)*

Have you or any of your principals every been debarred from bidding any state or federal public construction work?  Yes  No  
*(If yes, please provide a detailed explanation on a separate page)*

Have you or any of its principals ever been convicted of, or entered a plea of guilty, or nolo contendere, for criminal violations relating to, or arising out of, its business or the bidding or performance of a construction project?  Yes  No  
*(If yes, please provide a detailed explanation on a separate page, including the case name, docket number, jurisdiction, and case description)*

Have you or your principals ever been found civilly liable for any criminal offense or civil action involving embezzlement; forgery; bribery; falsification or destruction of records; receipt of stolen property; collusion, antitrust, conspiracy or other similar offenses arising out of its business or the bidding or performance of a construction project?  Yes  No  
*(If yes, please provide a detailed explanation on a separate page, including the case name, docket number, jurisdiction, and case description)*

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_