



AIA® Document A305™ – 1986

Contractor's Qualification Statement

The Undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

SUBMITTED TO: Sample

ADDRESS:

SUBMITTED BY: Herman/Stewart Construction and Development, Inc.

NAME: Terry L. Varner, President

ADDRESS: 4550 Forbes Blvd., Suite 200, Lanham, MD 20706

PRINCIPAL OFFICE: Same as above

Corporation

Partnership

Individual

Joint Venture

Other

NAME OF PROJECT: *(if applicable)*

TYPE OF WORK: *(file separate form for each Classification of Work)*

General Construction

HVAC

Electrical

Plumbing

Other: *(Specify)*

§ 1 ORGANIZATION

§ 1.1 How many years has your organization been in business as a Contractor? Twenty Eight (28) years

§ 1.2 How many years has your organization been in business under its present business name? Twenty Eight (28) years

§ 1.2.1 Under what other or former names has your organization operated?

None

§ 1.3 If your organization is a corporation, answer the following:

§ 1.3.1 Date of incorporation: April 1990

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This form is approved and recommended by the American Institute of Architects (AIA) and The Associated General Contractors of America (AGC) for use in evaluating the qualifications of contractors. No endorsement of the submitting party or verification of the information is made by AIA or AGC.

- § 1.3.2 State of incorporation: Maryland
- § 1.3.3 President's name: Raymond J. Herman
- § 1.3.4 Vice-president's name(s)

N/A

- § 1.3.5 Secretary's name: Matthew D. Whitney
- § 1.3.6 Treasurer's name: Matthew D. Whitney

§ 1.4 If your organization is a partnership, answer the following:

- § 1.4.1 Date of organization:
- § 1.4.2 Type of partnership (if applicable):
- § 1.4.3 Name(s) of general partner(s)

§ 1.5 If your organization is individually owned, answer the following:

- § 1.5.1 Date of organization:
- § 1.5.2 Name of owner:

§ 1.6 If the form of your organization is other than those listed above, describe it and name the principals:

§ 2 LICENSING

§ 2.1 List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable.

Licensed throughout the United States and Puerto Rico, excluding Alaska and Hawaii

§ 2.2 List jurisdictions in which your organization's partnership or trade name is filed.

§ 3 EXPERIENCE

§ 3.1 List the categories of work that your organization normally performs with its own forces.

§ 3.2 Claims and Suits. (If the answer to any of the questions below is yes, please attach details.)

§ 3.2.1 Has your organization ever failed to complete any work awarded to it?

No

§ 3.2.2 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

No

§ 3.2.3 Has your organization filed any law suits or requested arbitration with regard to construction contracts within the last five years?

Herman/Stewart has had claims and legal proceedings that generally involve contract claims and disputes. These proceedings are, in the opinion of management, ordinary routine matters incidental to the construction business.

§ 3.3 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)

No

§ 3.4 On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, architect, contract amount, percent complete and scheduled completion date.

See attached

§ 3.4.1 State total worth of work in progress and under contract:

Varies per quarter

§ 3.5 On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces.

See attached

§ 3.5.1 State average annual amount of construction work performed during the past five years:

\$65 Million

§ 3.6 On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

Intentionally omitted

§ 4 REFERENCES

§ 4.1 Trade References:

Century Contracting Corporation
8394 Terminal Road
Lorton, VA 22079
Rob Loti
703-339-6650

D&S Enterprises, Inc.
9014 Center Street
Manassas, VA 20110
Dennis Zohorchak
703-507-5973

Hardesty, Inc.
10620 F Riggs Hill Road
Jessup, MD 20794
Joe Hardesty
301-953-2604

Saia Plumbing and Heating
16709 Norbrook Drive
Olney, MD 20832
Martin Saia
301-924-3600

§ 4.2 Bank References:

M&T Bank
7799 Leesburg Pike
North Tower, Suite 900
Falls Church, VA 22043
Rumal Moreland
703-748-5502

§ 4.3 Surety:

§ 4.3.1 Name of bonding company:

Travelers

§ 4.3.2 Name and address of agent:

Mr. Kent M. Pagoota
Vice President
BB&T-Atlantic Risk Management
5850 Waterloo Road, Suite 240
Columbia, MD 21045

§ 5 FINANCING

§ 5.1 Financial Statement.- *Intentionally Omitted*

§ 5.1.1 Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:

Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses);

Net Fixed Assets;

Other Assets;

Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes);

Other Liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus and retained earnings).

§ 5.1.2 Name and address of firm preparing attached financial statement, and date thereof:

N/A

§ 5.1.3 Is the attached financial statement for the identical organization named on page one?

Yes

§ 5.1.4 If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsidiary).

§ 5.2 Will the organization whose financial statement is attached act as guarantor of the contract for construction?

Yes

§ 6 SIGNATURE

§ 6.1 Dated at this day of

Name of Organization: Herman/Stewart Construction and Development, Inc.

By: Terry L. Varner

Title: President

§ 6.2

M being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this day of

Notary Public:

My Commission Expires: