



Office of Business
Inclusion and Advancement

City of Winston-Salem
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Memorandum

TO: Mayor, Mayor Pro Tempore, and Members of City Council
FROM: Jakira Westbrook, Business Inclusion Manager
DATE: January 31, 2022
SUBJECT: M/WBE Participation for Fire Station #3 Replacement
CC: Ben Rowe, Assistant City Manager
Ken Millett, Director, Business Inclusion and Advancement

After reviewing the scope of work, confirming the relative availability of M/WBE firms, and discussing contract specifications, the City's Internal M/WBE Committee identified subcontracting opportunities in the areas of landscaping, demolition, masonry, finishes, and concrete. M/WBE participation goals were set at 11% and 6%.

The contractor solicited quotes from certified firms for any work for which the company is qualified, including the specific trades listed below. The contractor received quotes from certified M/WBE firms for those in *italics*. Please note, the contractor failed to indicate if the minority firm was not the lowest bidder.

- Cleaning
- Surveying
- *Waste Removal (WBE Quote Received; Not Used in Bid)*
- *Site Utilities (WBE Quote Received; Not Used in Bid)*
- *Demolition (MBE Quote Received; Not Used in Bid)*
- *Fencing (MBE and WBE Quotes Received; Not Used in Bid)*
- *Landscaping (WBE Quotes Received; Not Used in Bid)*
- *Paving (WBE Quote Received; Not Used in Bid)*
- *Pest Control (WBE Quote Received; Used in Bid)*
- *Architectural Precast (WBE Quote Received; Not Used in Bid)*
- *Masonry (WBE Quote Received; Used in Bid)*
- *Panel (WBE Quote Received; Not Used in Bid)*
- Waterproofing
- *Signage (WBE Quote Received; Not Used in Bid)*
- *Air Balancing (WBE Quote Received; Not Used in Bid)*
- *Fire Extinguishers (WBE Quote Received; Not Used in Bid)*
- *HVAC (WBE Quotes Received; Not Used in Bid)*
- *Concrete Installer (MBE Quote Received; Used in Bid)*
- *Flooring (WBE Quote Received; Not Used in Bid)*

With its bid, the contractor reached participation of 4.1% with certified minority-owned businesses and 7.7% with certified women-owned businesses. Because the established goal for minority participation was not achieved, the contractor was required to provide the City with Affidavit D, which documents their efforts to reach the set M/WBE participation goals.

In the review conducted by the M/WBE Citizens Advisory Committee, the contractor must accumulate a minimum of **115** out of 180 points to demonstrate a Good Faith Effort. For comparison,



City Council: Mayor Allen Joines; Denise D. Adams, Mayor Pro Tempore, North Ward; Barbara Hanes Burke, Northeast Ward; Robert C. Clark, West Ward; John C. Larson, South Ward; Jeff MacIntosh, Northwest Ward; Kevin Mundy, Southwest Ward; Annette Scippio, East Ward; James Taylor, Jr., Southeast Ward; City Manager: Lee D. Garrity

the State of North Carolina requires 50 out of 100 points. The contractor accumulated an average score of **109**, thus failing to demonstrate a Good Faith Effort for M/WBE participation.

Per the City's M/WBE Policy, any bidder not passing the good faith effort evaluation is deemed non-responsive and their bid cannot be considered.