



Office of Business
Inclusion and Advancement

City of Winston-Salem
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www.cityofws.org

Memorandum

TO: Mayor, Mayor Pro Tempore, and Members of City Council
FROM: Zachary Taylor, Diversity Compliance Specialist
DATE: July 17, 2025
SUBJECT: M/WBE Leinbach Drive Culvert Project
CC: Ben Rowe, Assistant City Manager
Ken Millett, Director, Business Inclusion and Advancement
Jakira Westbrook, Business Inclusion Manager

Leinbach Culvert Project

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 area of clearing and grubbing, erosion control, surveying, concrete, goals were set at 7% MBE and 5% WBE.

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*.

- *Guardrail, (MBE Quotes Received; Used in Bid)*
- *Material, (MBE Quotes Received; Used in Bid)*
- Erosion Control, (MBE Quotes Received; Not Used in Bid)
- Fence, (MBE Quotes Received; Not Used in Bid)
- Demolition, (MBE Quotes Received; Not Used in Bid)
- Survey, (MBE Quotes Received; Not Used in Bid)

With its bid, the contractor reached participation of 0% with certified minority-owned businesses and 12% 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 Internal M/WBE committee, the contractor must accumulate a minimum of 115 out of 180 points to demonstrate a Good Faith Effort. For comparison, the State of North Carolina requires 50 out of 100 points. The contractor accumulated an average score of 84.5, thus deeming the Good Faith Effort insufficient.

The M/WBE Citizen Advisory committee has determined that a Good Faith Effort was made, the bid shall be rejected and not considered for award.



Call 311 or 336-727-8000
citylink@cityofws.org

City Council: Mayor Allen Joines; Denise D. Adams, Mayor Pro Tempore, North Ward; Barbara Hanes Burke, Northeast Ward; Robert C. Clark, West Ward; Vivian V. Joiner, South Ward; Regina Ford Hall, Northwest Ward; Scott Andree-Bowen, Southwest Ward; Annette Scippio, East Ward; James Taylor, Jr., Southeast Ward; City Manager: W. Patrick Pate