



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:** December 29, 2021  
**SUBJECT:** M/WBE Participation for Belview Recreation Center Renovations  
**CC:** Aaron King, 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 specification, the City's Internal M/WBE Committee identified subcontracting opportunities in the areas of landscaping, electrical, grading, plumbing, and concrete. M/WBE participation goals were set at 14% and 8%.

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*.

- *Termite Treatment* (WBE Quote Received; Used in Bid)
- *Demolition* (MBE Quote Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Utility* (MBE Quote Received; Used in Bid)
- *Landscaping* (WBE Quote Received; Used in Bid)
- *Concrete* (MBE Quotes Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Masonry Materials* (WBE Quote Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Masonry Labor* (WBE Quote Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Joint Sealants & Waterproofing* (WBE Quote Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Flooring* (WBE Quotes Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Painting* (WBE and MBE Quotes Received; MBE Used in Bid)
- *Signage* (WBE Quotes Received; Used in Bid)
- *Athletic Equipment* (WBE Quotes Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Plumbing* (MBE Quote Received; Used in Bid)
- HVAC
- *Electrical* (WBE Quote Received; Used in Bid)

With its bid, the contractor reached participation of **3.6%** with certified minority-owned businesses and **9.5%** 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 **125**, thus demonstrating a Good Faith Effort for M/WBE participation.

Holden Building Company, Inc. will be required to subcontract a minimum of **3.6%** of this contract with certified minority-owned businesses and **9.5%** with certified women-owned businesses.