



Office of Business  
Inclusion and Advancement

City of Winston-Salem  
P.O. Box 2511  
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[www.cityofws.org](http://www.cityofws.org)

# Memorandum

**TO:** Mayor, Mayor Pro Tempore, and Members of City Council  
**FROM:** Alex Bohannon, Diversity Compliance Specialist  
**DATE:** March 15, 2021  
**SUBJECT:** M/WBE Participation for Fire Station #13  
**CC:** Evan Raleigh, Assistant City Manager  
Ken Millett, Director, Business Inclusion and Advancement  
Jakira Westbrook, Business Inclusion Manager

## Fire Station #13

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 grading, erosion control, landscaping, concrete, painting, masonry, carpentry, roofing, plumbing, and finishes. M/WBE participation goals were set at 19% and 13%.

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; Not Used in Bid. Non-M/WBE submitted quote at a lower price)**
- **Grading (WBE Quote Received; Not Used in Bid. Non-M/WBE submitted quote at a lower price)**
- **Utility (WBE Quote Received; Used in Bid; White Female/WBE Firm)**
- **Asphalt (WBE Quote Received; Not Used in Bid. Non-M/WBE submitted quote at a lower price)**
- **Site Concrete (MBE/WBE Quotes Received; Used in Bid; White Female/WBE Firm)**
- **Building Concrete (MBE Quotes Received; Used in Bid. Hispanic/MBE Firm)**
- **Masonry (MBE/WBE Quotes Received; Not Used in Bid. Non-M/WBE submitted quote at a lower price)**
- **Steel (WBE Quote Received; Used in Bid; White Female/WBE Firm)**
- **Casework (WBE Quotes Received; ; Used in Bid; White Female/WBE Firm)**
- **Roofing (MBE Quote Received; Used in Bid; American Indian/MBE Firm)**
- **Joint Sealants (MBE/WBE Quotes Received; Used in Bid; White Female/WBE Firm)**
- Hardware
- Overhead Doors
- Storefront
- **Tile (WBE Quote Received; Used in Bid; White Female/WBE Firm)**
- Flooring
- **Painting (MBE Quote Received; Not Used in Bid. Non-M/WBE submitted quote at a lower price)**
- Sprinkler
- Plumbing
- HVAC
- **Electrical (WBE Quote Received; Not Used in Bid. Non-M/WBE submitted quote at a lower price)**
- **Signage ( WBE Quote Received; Used in Bid; White Female/WBE Firm)**



Call 311 or 336-727-8000  
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**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

With its bid the contractor reached participation of 3% with certified minority-owned businesses and 6% 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, the State of North Carolina requires 50 out of 100 points. The contractor accumulated an average score of 141, thus demonstrating a Good Faith Effort for M/WBE participation.

Holden Building Company Inc. will be required to subcontract a minimum of 3% of this contract with certified minority-owned businesses and 6% with certified women-owned businesses.