



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*.

- *Termite Treatment* (WBE Quote Received; Used in Bid)
- *Asphalt Paving* (WBE Quote Received; Used in Bid)
- *Fencing* (WBE Quote Received; Used in Bid)
- *Landscaping* (MBE and WBE Quotes Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Demolition* (WBE Quote Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Concrete* (MBE Quotes Received; Used in Bid)
- *Masonry Materials* (WBE Quote Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Masonry Labor* (MBE and WBE Quotes Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Metal Wall Panels* (WBE Quote Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Drywall* (MBE Quote Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Polished Flooring* (MBE and WBE Quotes Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Painting* (MBE and WBE Quotes Received; MBE Used in Bid)
- *Signage* (WBE Quote Received; Used in Bid)
- *Fire Extinguishers* (WBE Quote Received; Used in Bid)
- *Plumbing* (MBE Quote Received; Not Used in Bid; Non-M/WBE submitted quote at a lower price)
- *Electrical* (WBE Quote Received; Used in Bid)

With its bid, the contractor reached participation of **5.6%** with certified minority-owned businesses and **2.0%** 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.



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

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 **149**, thus demonstrating a Good Faith Effort for M/WBE participation.

Holden Building Company, Inc. will be required to subcontract a minimum of **5.6%** of this contract with certified minority-owned businesses and **2.0%** with certified women-owned businesses.