



**Contract and Award Letter
Purchase Resolution – Exhibit “A”**

TO: Board of Contracts and Awards
FROM: Adam Cook, Director, Tacoma Venues and Events
Josh Kropf, Assistant Director, Tacoma Venues and Events
COPY: City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and Sara Bird, Senior Buyer, Finance/Procurement
SUBJECT: Tacoma Theaters Elevator Modernization
Sourcewell Contract No. 050224-TKE – June 16, 2026, City Council
DATE: May 15, 2026

RECOMMENDATION SUMMARY:

The Tacoma Venues and Events (TVE) Department recommends a contract be awarded to TK Elevator Corporation, University Place, WA, in the amount of \$553,627.35, plus a 10 percent contingency, for a projected contract amount of \$608,990.90, plus applicable taxes, budgeted from the Theaters Fund 4190 for the full modernization of the passenger elevator at the Pantages Theater.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Assure outstanding stewardship of the natural and built environment.

This work supports a safe city by upgrading the elevator to ensure the safety of all staff, patrons, and visitors utilizing the Pantages Theater and ensuring compliance with current building code requirements.

BACKGROUND: The Pantages Theater, located at 901 Broadway in downtown Tacoma, is a historic landmark built in 1918 and is managed by ASM Global Theater Management, LLC on behalf of the City of Tacoma. The facility is equipped with a single passenger elevator (nicknamed "Jones") that provides accessibility to eight stops throughout the theater. The elevator is a geared overhead traction system with a capacity of 2,100 lbs. and operates at 125 feet per minute, originally installed around 1930 and last modernized in 1992. After more than 30 years since the last modernization, the elevator system is significantly outdated, experiences reliability issues with a high callback rate, and no longer meets current code requirements.

ISSUE: The existing elevator system at the Pantages Theater has become critically unreliable in recent months, trapping numerous employees and guests for up to 4 hours at a time. This unreliability puts Tacoma Theaters and Tacoma Venues and Events out of compliance with the Federal Americans with Disabilities Act, as there is no other option for patrons or employees with mobility limitations to access upper levels of the facility or, on some floors, use the restrooms. This lack of accessibility could also create a life-threatening emergency if there was a need to evacuate the Theater or Jones Building, as many ADA patrons and employees would not be able to safely leave the building. Replacing this elevator is a requirement for the safety of guests and employees as well as essential for allowing the Theaters to continue to operate.

ALTERNATIVES: If the City decides not to modernize the elevator, the Pantages Theater would face immediate operational and legal consequences. Continued unreliability creates unacceptable public safety risks and potential liability. The facility would remain out of ADA



compliance, potentially resulting in legal action and financial penalties. This would severely impact the Theater's ability to host events, requiring cancellation of performances and loss of revenue. In an emergency evacuation, the lack of a functioning elevator would create a life-threatening situation for patrons and employees with mobility limitations.

COMPETITIVE ANALYSIS:

The Department issued a Request for Bids for Pantages Theater Elevator Modernization, Specification No. PF25-0131F, in July 2025; however, no bids were received. Following this unsuccessful solicitation, the Department identified an existing citywide contract that could be utilized. The City entered Citywide Contract No. CW2276382 with TK Elevator Corporation on August 1, 2025, utilizing Sourcwell Contract No. 050224-TKE. This sub-agreement is being executed under the citywide contract for the Tacoma Venues and Events Department.

CONTRACT HISTORY: Citywide – piggyback contract.

SUSTAINABILITY: The work included in this project was developed considering sustainability factors such as electrical consumption and the final project scope represents the best overall sustainable solution.

**Request for Bids
Pantages Theater Elevator Modernization
Specification No. PF25-0131F**

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable - EIC Exception: Interlocal/Cooperative Purchasing

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not applicable

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Theaters Fund 4190	829900 Theaters Maintenance	5600000	\$608,990.90
TOTAL			Up to \$608,990.90

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Theaters Fund 4190	829900 Theaters Maintenance	6311101	(\$608,990.90)
TOTAL			Up to (\$608,990.90)



FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$608,990.90

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A