



## RESOLUTION 2025-08-27 (1)

**Date:** August 27, 2025

**To:** THA Board of Commissioners

**From:** April Black  
Executive Director

**Re:** Authority to Execute a Contract with TK Elevator

---

*This resolution would authorize Tacoma Housing Authority's (THA) Executive Director to execute a contract with TK Elevators for elevator maintenance at THA properties.*

### BACKGROUND

Sourcewell Cooperative Purchasing awards contracts through a competitive solicitation process that meets or exceeds local requirements. Government entities are able to use their contracts, which allows them to forgo their own procurement process.

Sourcewell awarded a contract to TK Elevator (Contract #050224-TKE) through a competitive bid solicitation process.

The contracted scope of work includes:

- Vertical transportation services
- Maintenance and repair
- Modernization and replacement
- New installation
- 24/7 emergency services
- Custom portal-online account management
- Network of engineers

- Predictive maintenance solutions
- Dedicated account managers
- Nationwide service coverage
- Capital planning services

Tacoma Housing Authority's Procurement Policy requires Board Approval for the Executive Director to execute contracts valued greater than \$150,000.

#### RECOMMENDATION

Approve THA's Executive Director to enter into a contract with TK Elevator for 5 years for a total contract value of \$393,000 for the routine maintenance and repair of THA property elevators.



**Tacoma  
Housing  
Authority**

Executive Director  
April Black

## RESOLUTION 2025-08-27(1)

(Authority to Execute a Contract with TK Elevator)

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

**WHEREAS**, THA's Procurement Policy requires Board Approval to enter into contracts greater than \$150,000; and

**WHEREAS**, Sourcewell Cooperative Purchasing awarded a contract to TK Elevator (Contract #050224-TKE); and

**WHEREAS**, THA will use the Cooperative Purchasing Agreement with Sourcewell to enter into a contract with TK Elevator for \$393,000 for the maintenance and repair of THA's property elevators ; now, therefore, be it

*Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington that: THA's Executive Director may execute a contract between THA and TK Elevator.*

**Approved: August 27, 2025**

  
Stanley Rumbaugh, Chair