City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** 8/21/2025

2. **Primary contact person and Department requesting agenda item:** Chris Corl - CREF

3. **Requested Council meeting date:** 9/9/25

4. **Subject:** Harrah's Cherokee Center Asheville Freight Elevator Modernization

5. **Action Requested:** Adoption of a resolution authorizing the City Manager to enter into an informal construction contract with United Elevator for the modernization of the freight elevator at Harrah's Cherokee Center Asheville (HCCA) in the amount of $344,190.

6. **Note if time sensitive, and why:** N/A

7. **Potential fiscal impact(s) - if known by staff at time of request:** The total contract amount is $344,190, this project is planned for and budgeted in the HCCA enterprise capital budget. This project is 50% funded by grants from the Buncombe County Tourism Development Authority.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).**
   - Staff performed outreach to minority and women owned businesses, through solicitation processes using the State's interactive Purchasing System.
   - Seven companies participated in site visits to review the project.
   - Two companies formally submitted a bid for the project with United Elevator being the lowest responsible bidder in the amount of $312,900.
     i. United Elevator, Knoxville, TN, $312,900
     ii. Elevate, Charlotte, NC, $369,370.00
   - No responding/bidding companies were MWBE companies.

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** NA

10. **Identify key issues:**
    - United Elevator will be modernizing the freight elevator that is original to the venue from initial construction in the early 1970's.
    - The project is funded in part by the tourism development authority.
    - The venue has (2) elevators, therefore events will not be affected during the construction project as the second elevator will provide accessible access to various levels of the building during this time.
    - $344,190 maximum contract amount includes a 10% project budget contingency.