



City Council

AGENDA ITEM TYPE: Consent

Award to Private Business: Gresham City Hall Roof Repair Project

Meeting Date: May 20, 2025

Service Area: Facilities

Staff Member: Steve Fancher, Rebecca Brooks, and John Conway
Agenda Item Number: C-2

Requested Council Action and Suggested Motion:

Move to award a contract to Griffith Roofing Company in an amount not to exceed \$1,179,680 to repair the roof of Gresham City Hall, and authorize the City Manager to execute the contract.

Public Purpose, Community Outcome, and Strategic Plan Alignment:

This project will provide a 30-year warranty roofing system on City Hall. Once the roofing system is installed it will stop the current intrusion of water under the existing roofing and protect the public's assets. This will ensure that daily operations can continue in a dry, comfortable, and safe manner.

Background:

The roof on Gresham City Hall is 29 years old and is the original roof. Facilities staff have applied roof coatings several times over the years to extend its service life. Following a February 2025 roof condition assessment, Tremco Inc. was invited to conduct a forensic analysis of the overall condition of the in-place roof at City Hall. The inspection was to determine the feasibility of repairing the roof versus a complete tear down and replacement. The visual analysis, nuclear scan, infrared scan, and core sample inspections provided the information necessary for Tremco Inc. to recommend the more sustainable option of roof repair. Currently, over 18% of the insulation under the existing roofing is wet and it is just a matter of time until water intrusion into the building begins to occur. This contract is being made through the AEPA (Association of Educational Service Agencies). Intermountain Education Service District is the founding member of AEPA. They are based out of Pendleton, OR. and are an In-State Joint Cooperative Purchasing Program. Pricing Contract AEPA 025-D Roofing and Envelope Services satisfies Gresham's procurement requirements and provides a competitive process. ETO (Energy Trust of Oregon) engineering pre-qualified that there is existing water damage to the roof. When the project is completed, the City of Gresham will receive approximately \$13,000 in incentive dollars from ETO for the square footage total of the damaged existing roof.

Recommendation and Alternatives:

Recommendation: Move to award a contract to Griffith Roofing Co. in an amount not to exceed \$1,179,680 to repair the roof of City Hall and authorize the City Manager to execute the contract.

No Action: Council could choose not to award this contract and instruct staff to continue pursuing other potential opportunities regarding repairing the City Hall roof.

Budget/Financial Impact:

Appropriations for this project are available in the fiscal year 2025/2026 Adopted Budget.

Public Involvement:

N/A

Attachments:

N/A

Reviewed Through:

Rebecca Brooks, Administrative Services Manager
John Conway, Facilities Maintenance Technician 2
Steve Fancher, Assistant City Manager
Elizabeth McCann, Director of Budget and Finance
David Ross, Senior Assistant City Attorney
Christina Still, City Recorder