

**Tumalo Basin Sewer District  
Resolution 2025-008**

**A Resolution of the Tumalo Basin Sewer District Authorizing  
Execution of Professional Services Contract with Parametrix for Grant Support  
(Revision 1 to clarify item 1, Parametrix Contract Number/Title)**

**Whereas**, the Tumalo Basin Sewer District (“District”) requires professional services to support:

- grant administration for incoming planning funding from the Clean Water State Revolving Fund (CWSRF) and the Water/Wastewater Financing Program (W/W) through Business Oregon.
- funding strategy and coordination for future opportunities
- grant application support
- technical assistance leading up to but not including the development of a Preliminary Engineering Report

**Whereas**, the District’s contracting rules provide that personal services contracts under the amount of \$100,000 may be awarded directly to a selected contractor when the contractor meets the District’s criteria for qualifications, experience, past performance, availability, cost reasonableness, location, and references; and

**Whereas**, Parametrix has demonstrated the necessary qualifications and experience, satisfactory past performance, availability to perform the work, reasonable cost for services, and positive references, and is therefore an appropriate consultant for the District under these rules; and

**Whereas**, the District finds that entering into a Professional Services Contract with Parametrix is in the best interest of the District and will support timely and effective use of available grant and operational resources.

**Now therefore, the District does hereby resolve as follows:**

1. **Authorization to Execute a Contract with Parametrix titled “Funding Program Support Services” with a Project Number of 297-9362-001.**  
The District is hereby authorized to enter and execute a Professional Services Contract with Parametrix for grant support and related personal services not to exceed \$10,000; consistent with applicable District contracting rules for contracts under \$100,000. Individual Task Authorizations, beginning with TA-01, are accounted for under this contract’s authorization.
2. **Finding of Compliance with Contracting Rules.**  
The District Board finds that Parametrix meets the criteria for personal services consultants, including qualifications, experience, past performance, availability, cost

reasonableness, location, and references, and that a direct award is permitted and appropriate under District policies.

**3. Authority to Carry Out the Resolution.**

The Board president, Robert Fish, is hereby authorized to take any and all actions necessary or appropriate to implement this Resolution, including contract negotiation, execution, administration, and oversight of services performed. Any prior actions taken to advance this purpose are hereby ratified and confirmed.

**ADOPTED** on this 25th day of November 2025, by action of the Board of Directors of Tumalo Basin Sewer District.

APPROVED BY:

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Board President

ATTEST:

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Secretary to the Board