



MISSISSIPPI
WATERSHED
MANAGEMENT
ORGANIZATION

Request for Board Action

Attachment 6.4

Agenda Item: Office Maintenance/Window Treatment Upgrade

Presenter: A. Johnson

Meeting Date: 10 March 2026

Flexibility: Yes No

Estimated Time: Consent Agenda 10 Min. 15 Min. 30 Min. 45 Min. 1 Hour

Action Request: Information/Review Motion to approve Budget Change Other

Board Action: Approved Denied Tabled Accepted Report Other

Date of Action: 10 March 2026

Background

Approval is requested for payment not-to-exceed \$52,129.01.

Cost breakdown is as follows:

- Amy’s Windows of \$32,794.01 with 10% contingency to cover any unforeseen changes/additions, not-to-exceed \$36,073.41; and
- Daley Electric LLC of \$14,596.00 with 10% contingency to cover any unforeseen changes/additions, not-to-exceed \$16,055.60.

For the procurement and installation of automatic high-performance roller blinds for windows on the first and second floors. The blinds will be connected directly to the building's electrical system, eliminating the need for battery charging or replacement. Detailed in ATT 6.4.1 is Amy’s Windows quote for the first and second floors of MWWMO. Detailed in ATT 6.4.2 and ATT 6.4.3 are Daley Electric's quotes for the electrical work for the first and second floors.

The MWMO building's existing window blinds on the first and second floors are original to the space, and several blinds now have signs of wear and tear over a decade of daily use.

Wear and tear shows up as inconsistent operation, reducing staff's ability to effectively manage natural light, glare, and privacy in workspaces and meeting rooms.

This is an effort to also modernize the building features. Modernizing the blinds will improve reliability, functionality, and durability. Updated window treatments will better support daily operations, create a more comfortable environment for staff and visitors, and align the facility with current workplace standards and best practices. The electrical upgrades will ensure safe, code-compliant installation and support reliable long-term operation of the new systems.

Mississippi Watershed Management Organization

RESOLUTION 2026-011

A RESOLUTION APPROVING OFFICE MAINTENANCE/WINDOW TREATMENT UPGRADE

WHEREAS, The MWMO owns and maintains an office building for public and administrative purposes; and

WHEREAS, The MWMO's building maintenance and upgrades have been budgeted for ongoing needs; and

WHEREAS, The current staffing and administrative functions required identified modifications; and

WHEREAS, Amy's Windows will provide Hunter Douglas automatic motorized roller blinds for the first and second floors of the MWMO building, and Daley Electric LLC will connect the motorized blinds directly to the building's electrical system on the first and second floors; and

WHEREAS, The proposed attached total amount for Amys Windows and Daley Electric LLC of \$52,129.01 will cover the work identified with a 10% contingency to cover any unforeseen changes and additions; and

WHEREAS, Staff recommend the Board of Commissioners approve payment for the work to proceed.

NOW THEREFORE BE IT RESOLVED, the MWMO Board of Commissioners approve a not-to-exceed amount of \$52,129.01 to pay for the improvements to the MWMO office building window treatments and authorizes MWMO staff to take all necessary administrative actions to implement the resolution.

Adopted this on the 10th day of March, 2026.

Review for the Board: _____

Connie Buesgens, Chair

Review for Administration: _____

Kevin Reich, Executive Director