



**City of Racine, Wisconsin**  
**Agenda BRIEFING MEMORADUM**

**AGENDA DATE:**

January 13, 2025 – Finance and Personnel Committee  
January 21, 2025 – Common Council

**SUBJECT:**

Communication sponsored by Alder Horton, on behalf of the Chief Information Officer, requesting permission to enter into a sole source seven-year contract, 2025020, with Digital Bridge to provide 560 laptops as part of the 2024 Capital Project Fund Digital Connectivity and Navigators (DCN) Program Grant (Grant Control #00572) implementation.

**PREPARED BY:**

Adele Edwards, Chief Information Officer

**EXECUTIVE SUMMARY:**

The Management Information Services (MIS) department is requesting permission to enter into a sole source seven-year contract, 2025020, with Digital Bridge to provide 560 laptops as part of the 2024 Capital Project Fund Digital Connectivity and Navigators (DCN) Program Grant (Grant Control #00572) implementation.

**PROJECT BACKGROUND & ANALYSIS:**

The Common Council approved the acceptance of the award for the Digital Connectivity and Navigators Program Grant (PSC) (item # 0849-24) but purchasing details were not included in the prior ABM.

**Background:**

The Public Service Commission of Wisconsin's Capital Project Fund Digital Connectivity and Navigator Program Grant will last for two years but devices must remain useful for another five years. The city applied and was awarded to deploy 460 digital devices (laptops) and to provide digital navigation services (support and training) to qualifying citizens through partnerships with non-profit organizations and community anchor institutions such as schools, the Racine Health Department, and the Racine Library.

**Grant Equipment:**

To reduce the cost to the grant for the laptops, the MIS department researched (many online computer refurbishing companies and national non-profit refurbishes) and found Digital Bridge, a Milwaukee non-profit, started in 2009, that refurbishes computers from companies and schools to resell at a reduced cost compared to other non-profits or companies.

Now that we have received the grant, we are requesting permission to enter into a sole source seven-year agreement, 2025020 with Digital Bridge to provide 560 laptops to the city as described in the grant. The first 460 would be for the two active years of the grant given to low-income households and the other 100 would be replacements for the following five years that the laptops must continue to work as part of the grant.

**BUDGETARY IMPACT:**

No city budgetary impact. Grant total is \$576,049 with \$168,000 for equipment.

**RECOMMENDED ACTION:**

Staff recommendation is for the Chief Information Officer to be granted permission to enter into a seven-year sole source contract, 2025020, with Digital Bridge to provide 560 laptops as part of the 2024 Capital Project Fund Digital Connectivity and Navigators (DCN) Program Grant (Grant Control #00572) implementation.