



CDA Agenda Item

Meeting Date: August 21, 2025

Agenda Item: Innovation Center AV Purchase

Staff Contact (name, email, phone): Emily McFarland, emcfarland@whitewater-wi.gov

BACKGROUND

(Enter the who, what when, where, why)

The AV equipment in the major training room at the Innovation Center, Room 105 A/B does not function consistently or efficiently. The city IT team and Media team assessed the situation, met with vendors, reviewed quotes and have suggested the attached quote as the right option to rectify this problem. This room is used by tenants and renters, and having it operate appropriately is important.

The recommended quote is from Marco (attached), and the “optional product” of the wall mount, was recommended by IT, as well as the labor expense as that is beyond their expertise.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

The recommended quote costs \$17,160.19. This includes equipment and labor. While this was an unbudgeted expense, I did speak with the Finance Director and the work should be charged to the capital outlay account, 920-56500-820, and will be funded out of the fund balance for the IC. The fund balance was at \$102,198 as of 12/31/2024.

STAFF RECOMMENDATION

I recommend approving the quote to make the necessary improvements.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

Quote from Marco