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BOARD MEMBERS:

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DISTRICT 4 - Angela Curro
DISTRICT 5 - Ignacio Velazquez

**Agenda Item
Special Meeting of the
Board of Supervisors
Tuesday, June 30, 2026**

COUNTY EXECUTIVE OFFICER:
Esperanza Colio Warren

COUNTY COUNSEL:
Gregory P Priamos

CLERK OF THE BOARD:
Vanessa Delgado

Item Number: 1.E

MEETING DATE: 06/30/2026
DEPARTMENT: CLERK OF THE BOARD
AGENDA ITEM PREPARER: Vanessa Delgado
DEPT HEAD/DIRECTOR: Vanessa Delgado

SUBJECT:

CLERK OF THE BOARD - V. DELGADO

1. Approve contract with Integrated Communication Systems (ICS) for audiovisual system equipment, engineering, installation, commissioning and training for multiple AV upgrades for current AV system for the Board Chambers for the period of June 30, 2026 through June 30, 2027 for a total amount not to exceed \$75,612.67; and
 2. Approve the award for the Request for Proposals (RFP) for Audio/Video Recording and Broadcasting Services, develop design and technical specifications, and/or procure and install audio/visual equipment for the County Board Chambers to Integrated Communication Systems ICS as the top-rated firm; and
 3. Authorize the Chair, County Executive Officer, or designee to sign the contract.
- SBC FILE NUMBER: 156

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

On May 9, 2025, San Benito County issued a Request for Proposals (RFP) through the OpenGov procurement platform seeking qualified firms to:

- Provide audio/video recording and broadcasting services;
- Develop design and technical specifications; and/or
- Procure and install audio/visual equipment for the County Board Chambers.

The purpose of the RFP was to support the modernization of the Board Chambers to ensure reliable public meeting broadcasting, improve accessibility, and update aging technology infrastructure.

Proposal Review Process

The County received six proposals. A four-member evaluation committee - representing the Clerk of the Board's Office, Information Technology, Administration, and the Resource Management Agency - reviewed and scored all submissions. Evaluations were based on the criteria outlined in the RFP:

- Experience and past performance
- Budget and cost-effectiveness
- Implementation plan and timeline

Overview of RFP Options

The RFP provided three proposal options:

- Option 1: Recording, editing, training, and broadcasting of meetings.
- Option 2: Design and provide specifications for equipment needed for the County to procure separately, with an optional proposal for recording/broadcasting services.
- Option 3: Design and specifications for required equipment, including an itemized equipment list and a not-to-exceed project cost.

No vendors submitted under Option 2. Four proposals were submitted under Option 1, and three under Option 3. One vendor submitted a combined Option 1 and Option 3 proposal.

Option 1 Evaluation Summary

Vendors were evaluated on experience, cost-effectiveness, and implementation approach. Weighted scoring was applied per the RFP.

Scoring for Submissions Under Option 1					
Vendor	Experience and Past Performance (0-100) 40%	Budget and Cost-Effectiveness (0-100) 40%	Implementation Plan and Timeline (0-100) 20%	Total Score	Ranking
Granicus	73.75	52.50	67.50	193.75	3
One Diversified	87.55	54.75	58.75	201	2
Pegasus	86.5	46.25	68.75	201.5	1
Video Vets	73.25	27.25	91.25	191.75	4

Weighted Scores (Based on Percentage Weight Given in RFP)					
	Experience and Past Performance (0-100) 40%	Budget and Cost-Effectiveness (0-100) 40%	Implementation Plan and Timeline (0-100) 20%	Total Score	Ranking
Granicus	29.5	21	13.5	64	3
One Diversified	36	21.9	11.75	68.65	1
Pegasus	34.6	18.5	13.75	66.85	2
Video Vets	29.3	10.9	18.25	58.45	4

Cost Proposals - Option 1

- Granicus: \$80,030.03 one-time setup; \$139,478.21 annually
- One Diversified: \$193,541 annually plus \$153,369.84 in equipment costs

- Pegasus: \$28,000 per month base rate
- Video Vets: \$4,750 per meeting plus additional streaming and post-production fees

Conclusion for Option 1:

All proposals exceeded the County's available budget, making Option 1 financially infeasible.

Option 3 Evaluation Summary

Submissions under Option 3 were evaluated using weighted scoring based on experience, cost-effectiveness, implementation plan, and responsiveness to the scope of work.

Scoring for Submissions Under Option 3						
Vendor	Experience and Past Performance (0-100) 40%	Budget and Cost-Effectiveness (0-100) 40%	Implementation Plan and Timeline (0-100) 10%	Clear Response on Scope of Work (0-100) 10%	Total Score	Ranking
ICS	88.75	87..25	68.75	78.75	323.50	1
One Diversified	81.25	4875	58.75	67.50	256.25	2
One Workplace	0	0	0	0	0	3

Weighted Scores (Based on Percentage Weight Given in RFP)						
Vendor	Experience and Past Performance (0-100) 40%	Budget and Cost-Effectiveness (0-100) 40%	Implementation Plan and Timeline (0-100) 20%	Clear Response on Scope of Work (0-100) 10%	Total Score	Ranking
ICS	35.5	34.9	6.875	7.875	85.15	1
One Diversified	32.5	19.5	5.875	6.75	64.62	2
One Workplace	0	0	0	0	0	3

Cost Proposals - Option 3

- ICS: \$69,724 (Base Project) or \$112,061 (Upgrade Project)
- One Diversified: \$153,369.84
- One Workplace: Incomplete proposal; did not meet RFP requirements

Following evaluation, staff entered into negotiations with ICS, the highest-rated vendor under Option 3. ICS provided an updated project cost of \$75,612.67, reflecting increases in equipment, materials, hardware, and shipping since the original June 2025 proposal.

The Intent to Award Notice was mailed and emailed on June 18, 2026. Protests for the Notice of Intent to Award were due on June 25, 2026 and no protests were received.

FISCAL IMPACT:

Funding Source: 101.15.1047.1000.556.001

Source of Funding	Amount
Local Assistance and Tribal Consistency Fund (LATCF) Grant (Non-General Fund)	\$80,000.00

This project is part of the Chamber Seats Remodeling, Security, and Audio/Video Upgrade Capital Improvement Project with a total Budget of \$280,000.00. \$80,000.00 is set for the A/V upgrade portion of the project.

The Local Assistance and Tribal Consistency Fund (LATCF) is a federal program established under Section 605 of the Social Security Act as part of the American Rescue Plan Act of 2021. Administered by the U.S. Department of the Treasury, the LATCF provided \$1.5 billion to eligible revenue sharing counties-including San Benito County- across fiscal years 2022 and 2023, with additional allocations for consolidated governments in fiscal years 2023 - 2024.

The LATCF is intentionally designed to be highly flexible and is especially useful for one time expenditures. Allowable uses include Government Services, Capital Expenditures, and investments in transportation, water, sewer, and technology infrastructure. With the exception of lobbying, counties may use LATCF funding for virtually any general governmental purpose, making it an ideal source for projects that are limited-duration, non recurring, or capital in nature.

San Benito County received a total of \$330,398.72 from the LATCF program. Of that amount, \$280,000.00 was allocated to the Board Chambers Remodel Project, supporting a one time capital improvement that upgrades the public meeting space, enhances accessibility, and modernizes the technology required for effective legislative and public engagement functions.

STAFF RECOMMENDATION:

1. Approve contract with Integrated Communication Systems (ICS) for audiovisual system equipment, engineering, installation, commissioning and training for multiple AV upgrades for current AV system for the Board Chambers for the period of June 30, 2026 through June 30, 2027 for a total amount not to exceed \$75,612.67; and
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3. Authorize the Chair, County Executive Officer, or designee to sign the contract.

ATTACHMENTS:

[Agenda Fact Sheet - ICS Contract](#)

[Contract - ICS - AV Equipment](#)

[RFP for Audio-Video Services Recording-Broadcasting Services and or to Provide Design Specifications, and or to Procure and Install AV Equipment for County Chambers for County Meetings](#)

[ICS Proposal 6.05.2025](#)

[ICS Proposal Updated 5.2026](#)