



## INNOVATION TECHNOLOGY DEPARTMENT

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## CITY COUNCIL STAFF REPORT

Meeting: January 21, 2026

### Subject

Approve an amendment with Advanced Systems Group, LLC., for Modernization of Broadcast TV and Community Hall Integration for \$125,000 for a not-to-exceed amount of \$1,335,000.

### Recommended Actions

Authorize the City Manager to execute the amendment with Advanced Systems Group, LLC., for Modernization of Broadcast TV and Community Hall Integration, within the total not-to-exceed amount of \$1,335,000 (Attachment A).

### Background

The City of Cupertino undertook a scheduled technology refresh of the audiovisual (AV) systems in the Community Hall and control room. The prior major AV upgrade had been completed a decade earlier, while the lighting systems had not been updated in more than 20 years. Approval of the agreement with Advanced Systems Group, LLC enabled the City to proceed with this critical modernization effort.

The project modernized the City's infrastructure with advanced video systems technology, improving video quality, operational efficiency, and system scalability. Outdated and unsupported legacy equipment was replaced, establishing a more reliable and sustainable platform for City operations. In addition, the control room was centralized within the Community Hall, allowing for improved system integration and more efficient audiovisual operations.

As part of the Project, staff is requesting Council's approval to amend the existing agreement to add \$125,000 and additional scope of work, to ensure the reliability, quality, and efficiency of the City's live broadcast operations. During the design phase of the Control Room Modernization Project, an overwhelming number of end-of-life (EOL) replacement items were identified from the old control room infrastructure. Due to the significant equipment and labor costs exceeding the original agreement budget, these items were deferred and

categorized as Phase II upgrades.

The proposed scope covers replacements of the Ross XPression live broadcast graphics system and KiPro Ultra digital recorders — are essential to complete integration of the new control room. These systems will modernize live broadcast graphics, automate playback, and improve recording performance to current 12G-SDI standards, greatly enhancing production quality and operational efficiency.

Without the additional scope to replace the end-of-life equipment, the City's broadcast operations remain at risk of downtime due to unsupported legacy equipment. Approving this request will ensure system reliability, continuity of City meeting broadcasts, and professional grade viewing experience for the community.

This project is funded by Public, Educational, and Governmental ("PEG") funds which are financial resources derived from fees paid by cable television providers to local governments as required by State law and Municipal Code section 6.28. These funds are typically passed on to cable subscribers and are used exclusively to support PEG access channels, which broadcast community-focused content.

These funds are vital for fostering community engagement, supporting local content creation, and ensuring transparency in public communication. Cupertino receives approximately \$100,000 in PEG funds annually, with around \$20,000 allocated each year for regular maintenance. Currently, the City has a PEG fund balance exceeding \$400,000.

### Reasons for Recommendation

On July 12, 2024, the Information & Technology Department ("I&T") issued a Request for Proposals (RFP) via the City's Bid Opportunity website for the design and implementation of a new TV broadcast system for City Council meetings and public information, along with upgrades to the Community Hall audio-visual system and lighting. The RFP resulted in three proposals, all of which were evaluated using the criteria established in the RFP.

Advanced Systems Group, LLC (ASG) was identified as the highest-ranked proposer based on strong scoring across all evaluation categories and demonstrated expertise aligned with the City's technical requirements and operational priorities. ASG subsequently designed and implemented the City's new control room and supporting AV systems and therefore has direct, in-depth knowledge of the system

architecture, configuration, and integration within the City's dynamic operational environment.

Because ASG built and configured the current control room and AV systems, they are uniquely positioned to perform follow-on work efficiently and effectively. Engaging a different firm to implement or modify these systems would require that firm to first become familiar with Cupertino's custom configuration, workflows, and integrations. This ramp-up would result in additional costs, extended timelines, and increased project risk without providing corresponding value to the City.

For these reasons, continuing work with ASG leverages existing institutional knowledge, minimizes disruption, reduces implementation risk, and represents the most cost-effective and timely approach for the City.

Sustainability Impact

No impact.

City Work Program (CWP) Item/Description

None

Council Goal

Public Engagement and Transparency

Fiscal Impact

The proposed amendment is funded by restricted PEG funds within the General Fund and will not impact unassigned fund balance. As of January 1, 2026, PEG funds had a beginning balance of \$402,000.

California Environmental Quality Act

Not applicable.

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Prepared by: Tommy Yu, CGCIO, Infrastructure Manager

Reviewed by: Teri Gerhardt, CGCIO, Chief Technology Officer

Floy Andrews, Interim City Attorney

Approved by: Tina Kapoor, City Manager

Attachments:

A – Draft Amendment

B – First Amendment

C - Base Agreement