

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

EDWARD YEN
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES
EXECUTIVE OFFICE
BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
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May 12, 2026

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**REQUEST TO AMEND CONTRACT WITH PEGASUS STUDIOS FOR BROADCAST,
MANAGEMENT, AND PRODUCTION SERVICES FOR THE COUNTY OF LOS
ANGELES BOARD OF SUPERVISORS
(ALL DISTRICTS – 3 VOTES)**

CIO RECOMMENDATION: APPROVE (X)

SUBJECT

Request delegated authority to the County of Los Angeles Board of Supervisors Executive Officer, (Executive Officer), to amend the contract with Pegasus Studios (Pegasus) for broadcast, management, and production services to increase the contract sum, clarify and/or correct erroneous language and paragraph referencing, and update contract exhibits. In addition, the Executive Officer is seeking delegated authority to increase the contract's services, increase the contract sum up to ten percent of the overall contract sum, grant Cost of Living Adjustments (COLAs), and terminate the contract.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Executive Officer, or designee, to execute an amendment (Attachment 1) to Contract No. 79480 with Pegasus to: (a) increase the total contract sum by \$7.839 million, from \$33.773 million to \$41.611 million for system modernization projects and as-needed support services; revise language regarding COLAs; correct erroneous language and paragraph referencing; and update contract exhibits.

2. Delegate authority to the Executive Officer, or designee, to: (a) adjust the annual Equipment Maintenance, Media Wall Support, Pool Dollar, and System Modernization allocations to reallocate unused funds to the subsequent contract year and/or reallocating funds between contract years to ensure sufficient funding, provided that 1) sufficient funding exists; and 2) the total funds expended throughout the contract term do not exceed the overall funding allocation and 3) such services are considered critical and are validated by the Executive Office; (b) increase the maximum contract sum up to ten percent (10%) of the not-to-exceed overall contract sum to support critical emergency services that may not be anticipated but may be essential to maintaining the continuity of Board broadcasting operation; increases shall be subject to the availability of budgeted funds and require notification to the Board and CEO two weeks prior to implementation; (c) approve COLAs requested by the Contractor at the Executive Officer's discretion, for the duration of the contract term, subject to the availability of funds; and (d) terminate the contract in accordance with the termination provisions in the contract, subject to prior review and approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Background

On December 5, 2023, the Board approved and executed a contract with Pegasus Studios in the amount of \$33,337,500, for a term of eight years, plus two optional one-year extensions, and six month-to-month extensions, for a maximum total contract term of ten years and six months. Pegasus Studios is a Managed Service Provider (MSP) for the County, which provides continuous broadcast and production services for televising meetings of the Board, other meetings, and special events with simultaneous closed captioning and Spanish translation, on-screen graphics, electronic transcripts, and related services. Pegasus was selected as a result of a competitive solicitation issued by the Internal Services Department (ISD) and the resulting contract was transferred to the Executive Office for ongoing administration. Since the contract was transferred, it became apparent that certain contract revisions were necessary for clarity.

Approval of recommendation two will allow the Executive Officer to increase the total contract sum through an amendment to the contract to fund system modernization projects and as-needed support services. In addition, the amendment will apply Equipment Maintenance, Media Wall Support, and Pool Dollars for the remainder of the contract term; update erroneous language in the contract; and revise the contract exhibits, including Attachment B-2, Pricing Schedule.

The Executive Officer is requesting delegated authority to amend the contract amount to incorporate system modernization projects that were included in the original Pricing Schedule but were inadvertently omitted from the contract's total contract sum. The

original Pricing Schedule allocated \$6.258 million to support system modernization projects that would enable the County to upgrade the broadcasting equipment, so it is compatible with the latest technological advancements. However, this allocation was not included in the total contract sum approved by the Board, therefore, the Executive Office is seeking to increase the contract sum to include this allocation along with other services and additional system modernization costs, for a total increase allocation of \$7.839 million.

A significant amount of the equipment used to broadcast the Board meetings has reached end-of-life status; this means the equipment is no longer supported by the manufacturer, is increasingly prone to failure, and/or is unable to reliably meet current operational or technical requirements. Continued reliance on outdated equipment poses a significant risk of service disruptions, degraded broadcast quality, and higher maintenance costs over time. Modernization is necessary to ensure consistent, high-quality meeting broadcasts and to maintain compliance with evolving accessibility and technology standards. Furthermore, continuous technological advancements often render older equipment incompatible with updated software. Additionally, the extensive use of broadcasting equipment over time has resulted in significant wear and tear, ultimately leading to equipment failure over time. System modernization is essential to maintaining effective broadcasting services as technology continues to evolve.

Subsequently, recommendation number two is requesting delegated authority to the Executive Officer to adjust and/or reallocate Equipment Maintenance, Media Wall Support, Pool Dollars, and System Modernization allocations across contract years, as needed and based on availability of funds. This flexibility is critical to maintain continuity of operations in the event funding is not fully realized or aligned from one fiscal year to the next. Given that optional and emergent work cannot be reliably forecasted, the ability to reallocate unused funds and resources ensures sufficient contract authority is available to respond to unforeseen needs, prevent service disruptions, and support timely execution of modernization efforts. This approach also promotes efficient use of available resources, minimizes the risk of delays due to funding constraints, and ensures the County can adapt to evolving operational and technological requirements without interruption. If these funds are reallocated between contract years, the Executive Officer will ensure that the total funds utilized over the entire contract term do not exceed the maximum allocation authorized for the contract.

Additionally, the Executive Office is requesting authority to increase the maximum contract sum by up to ten percent (10%) of the not-to-exceed overall contract sum, based on availability of budgeted funds. When the Board approved the initial contract, authority was delegated to the Executive Officer to increase the total contract sum by only 10% each year instead of the overall contract sum. Should the EO exercise their authority to increase the overall contract sum, the EO will provide notification to the Board and CEO via memorandum at least two weeks prior to implementation. This flexibility is necessary to support unforeseen and emergent work that cannot be reliably

forecasted but is critical and necessary to maintain business continuity of Board broadcasting.

Approval of recommendation number two also authorizes the Executive Officer to amend the contract to grant Cost of Living Adjustments (COLAs), pursuant to Board Policy No. 5.070, which authorizes cost of living adjustments for multi-year service contracts. The contract contains a COLA provision, but the prior Board letter did not delegate specific authority to the Executive Officer to grant a COLA. The County, upon a future request from Contractor, would have the discretion to grant a COLA as specified in the contract. However, the COLA will not be automatic and shall not exceed the general salary movement granted to County employees as determined by the Chief Executive Officer as of each July 1 for the prior twelve (12) month period. Furthermore, should fiscal circumstances ultimately prevent the Board from approving any increase in the County employee salaries, no COLA will be granted. This COLA provision shall be subject to availability of funding.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommendations are consistent with the principles of the Countywide Strategic Plan: North Star 3: Realize Tomorrow's Government Today: Communication and Public Access. To ensure a transparent and inclusive government, Board meetings must remain accessible to all County residents, regardless of economic status or language proficiency. Providing the ability to stream Board meetings in multiple formats and languages empowers residents to actively engage in critical decisions that shape their communities. Amending the current contract will safeguard this accessibility, reinforcing the County's commitment to upholding the principles of North Star 3.

FISCAL IMPACT/FINANCING

Funding for these services is included in the Executive Office's Fiscal Year (FY) 2025–26 Final Adopted Budget in the amount of \$5.855 million (\$3.175 million on-going and \$2.680 million one-time funding) to support current services and system upgrades. In the FY 2026–27 Recommended Budget, the Executive Office requested \$1.390 million to expand these services; however, additional appropriations in the amount of \$1.792 million will be pursued through the FY 2026–27 Supplemental Changes to fully support anticipated needs of this contract. To ensure continuity beyond FY 2026–27, the Executive Office anticipates requesting approximately \$2.294 million in future budget cycles, as necessary, to align with operational and system modernization requirements.

Execution of work under this authority is contingent upon the approval and availability of funding. Should the requested appropriations not be approved in any phase of the budget process, the Executive Office will defer or scale back work accordingly, as no services will be performed without sufficient budgetary authority.

The Honorable Board of Supervisors

May 12, 2026

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FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In compliance with Board Policy 6.020 “Chief Information Office Board Letter Approval”, the Chief Information Office has reviewed the IT components and supports the recommendation, confirming no new IT items require a formal CIO Analysis.


CONTRACTING PROCESS

The initial contract approved by the Board was a result of a Request for Proposals process conducted by ISD, in partnership with the Executive Office, and adopted by the Board on December 5, 2023.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these recommendations will allow the County to continue providing uninterrupted broadcasting of the Board meetings and will continue to enhance the County’s efforts to open its Board meetings to members of the public, ensuring transparency and inclusivity to all County residents.

Respectfully submitted,



Edward Yen
Executive Officer

EY:ZS:sp

Attachment

**CONTRACT BY AND BETWEEN COUNTY OF LOS ANGELES
AND PEGASUS STUDIOS FOR BROADCAST, MANAGEMENT, AND PRODUCTION
SERVICES FOR THE LOS ANGELES COUNTY BOARD OF SUPERVISORS
CONTRACT # 79480**

AMENDMENT NUMBER THREE

This Contract Amendment ("Amendment") made and entered into this ___ day of _____, 2026 ("Effective Date") by and between the County of Los Angeles, hereinafter referred to as "County" and Pegasus Studios, hereinafter referred to as "Contractor", collectively the "Parties".

RECITALS

WHEREAS, the County may contract with private businesses for Broadcast, Management, and Production Services when certain requirements are met; and

WHEREAS, the Contractor is a private firm specializing in providing Broadcast, Management, and Production Services; and

WHEREAS, on December 5, 2023, the Board of Supervisors approved Contract #79480 for Broadcast, Management, and Production Services ("Contract") between County and Contractor, pursuant to California Government Code Section 31000, which authorizes the Board of Supervisors to contract for special services, and authorized the Executive Officer, or designee, to amend the contract and increase the maximum contract sum by up to ten percent (10%) of the not-to-exceed contract amount annually; and

WHEREAS, reference is made to that certain document entitled Broadcast, Management, and Production Services, "Contract" dated December 5, 2023, and further identified as Contract #79480, any amendments and any other modifications thereto (all hereafter referred to as "Contract"); and,

WHEREAS, the aforementioned Contract provides that any changes in accordance with Paragraph 5, (Contract Sum), Subparagraph 5.1.2, and which affects the scope of work, term, condition, payments, or any other term or condition included under this Contract, shall be made in the form of a written Amendment, in accordance with Paragraph 8.1 (Changes to Contract), which is formally approved and executed by the Executive Officer, or designee, as authorized by the Board of Supervisors, and Contractor; and

WHEREAS, on May 12, 2025, the County executed Amendment Number One to increase the Contract Sum by \$118,450 for Year 2 of the contract, using the authority delegated to the Executive Officer, or designee, to increase the maximum contract sum by up to ten percent (10%) of the not-to-exceed contract amount annually and to revise Exhibit B, Pricing Schedule; and

WHEREAS, on March 11, 2026, the County executed Amendment Number Two to increase the Contract Sum by \$317,500 for Year 3 of the contract and to revise Exhibit B-1, Pricing Schedule; and

ATTACHMENT 1

WHEREAS, on _____, the Board of Supervisors delegated authority to the Executive Officer, or designee, to amend the Contract to increase the Total Contract Sum, clarify and/or correct erroneous language and paragraph referencing, and update contract exhibits; and

WHEREAS, it is the intent of the parties hereto to increase the Total Contract Sum amount by \$7,838,000, update and/or correct erroneous language and paragraph referencing, provide for the other changes set forth herein, and revise Exhibit B-2, Pricing Schedule, to reflect the increase in funding; and

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the Parties agree to the following:

1. This Amendment Number Three shall become effective on the date indicated above.
2. Paragraph 2 (Definitions), Subparagraphs 2.1.12 and 2.1.13 are hereby deleted and replaced as follows:

2.1.12 Optional Work: Additional As-Needed Services and/or professional services, if any, which may be provided by Contractor to County upon County's request and approval in accordance with Paragraph 3.3 (Optional Work) and Paragraph 8.1.3 (Change Orders).

2.1.13 Pool Dollars: Absent an Amendment in accordance with Paragraph 8.1 (Changes to Contract), the maximum amount allocated under this Contract for the provisions of Optional Work approved by County in accordance with the terms of this Contract.

3. Paragraph 5, (Contract Sum), Subparagraph 5.1.2, is hereby deleted and replaced as follows:

5.1.2 The Maximum Contract Sum will be the total monetary amount payable by County to Contractor for supplying all the tasks, materials, Services, and Optional Work under and during the term of this Agreement ("Maximum Contract Sum"). If County does not accept work under and in accordance with this Contract, no payment will be due to Contractor for such work. The Maximum Contract Sum, including all applicable taxes and Pool Dollars, authorized by County hereunder, will not exceed \$41,611,450.00, unless the Maximum Contract Sum is modified by an Amendment to this Agreement pursuant to Paragraph 8.1 (Changes to Contract). The Maximum Contract Sum will cover the authorized payments for all elements of the System, including the Services and any Optional Work. The Maximum Contract Sum will not be adjusted for any costs or expenses whatsoever of Contractor. The County has sole discretion to expend some, all, or none of such budgeted amounts.

4. Paragraph 5.6 (Cost of Living Adjustments (COLA's)), is hereby deleted and replaced as follows:

5.6 Cost of Living Adjustments (COLA's)

If requested by the Contractor, the contract (hourly, daily, monthly, etc.) amount may at the sole discretion of the County and upon the availability of funds, be increased annually based on the most recent published percentage change in the U.S. Department of Labor, Bureau of Labor Statistics' Consumer Price Index for Urban Consumers (CPI-U) for the Los Angeles-Long Beach-Anaheim Area for the twelve (12) month period preceding the contract anniversary date, which will be the effective date for any Cost of Living Adjustment (COLA). However, any increase must not exceed the general salary movement granted to County employees as determined by the Chief Executive Officer as of each July 1 for the prior twelve (12) month period. Furthermore, should fiscal circumstances ultimately prevent the Board from approving any increase in County employee salaries, no COLA will be granted. Where the County decides to grant a COLA pursuant to this paragraph for living wage contracts, it may, in its sole discretion exclude the cost of labor (including the cost of wages and benefits paid to employees providing services under this Contract) from the base upon which a COLA is calculated, unless the Contractor can show that his/her labor cost will actually increase. Further, before any COLA increase will take effect and become part of this Contract, it will require a written amendment to this Contract first, that has been formally approved and executed by the parties.

5. Paragraph 8.1 (Changes to Contract), Subparagraph 8.1.3 is hereby deleted in its entirety and replaced as follows:

8.1.3 Change Orders

As set forth in Paragraph 3.3, the County Project Director may authorize Optional Work under this Contract that does not exceed the total Pool Dollars in Exhibit B-3. For any Optional Work requested by County, a Change Order will be prepared and executed by each of: (a) the County's Project Director or designee, and (b) Contractor's authorized representative(s). The County is specifically authorized to execute Change Orders for expenditure of Pool Dollars for acquisition of Optional Work under the Contract. Any requests for the expenditure of Pool Dollars must be approved in writing by the County's Project Director or designee.

6. Exhibit B-2, Pricing Schedule, Page 1 is hereby deleted in its entirety and replaced with Exhibit B-3, Pricing Schedule, attached to and incorporated herein by reference. All references to Exhibit B, B-1, and B-2 shall be replaced by Exhibit B-3.

All other terms and conditions of the Contract shall remain in full force and effect.

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ATTACHMENT 1

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Three to be executed by the County's Executive Officer, or authorized designee, and Contractor has caused this Amendment Number Three to be executed on its behalf by its duly authorized officer(s), on the day, month, and year first above written.

EDWARD YEN ("County")

By: _____
(EXECUTIVE OFFICER)

("Contractor")

By: _____

Name: _____

Title: _____

APPROVED AS TO FORM:

DAWYN R. HARRISON
COUNTY COUNSEL

By: _____
Senior Deputy County Counsel

EXHIBIT B-3 – PRICING SCHEDULE

TOTAL CONTRACT SUM (Total for A, Task 1 - 5, Pool Dollars, and System Modernization): \$41,611,450.00

A. SUPPORT SERVICES AND ONGOING SERVICES											
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	6 MO
Task 1: General Administration	\$897,000.85	\$897,000.85	\$897,000.85	\$897,000.85	\$897,000.85	\$897,000.85	\$897,000.85	\$897,000.85	\$897,000.85	\$897,000.85	\$448,501.00
Task 2: Equipment Maintenance Services (Pricing provided on Section B. As-Needed Services, Time & Materials)*	*see below	N/A	\$125,000.00	\$50,000.00	\$50,000.00						
Task 3: Broadcast Services	\$2,277,998.15	\$2,277,998.15	\$2,277,998.15	\$2,277,998.15	\$2,277,998.15	\$2,277,998.15	\$2,277,998.15	\$2,277,998.15	\$2,277,998.15	\$2,277,998.15	\$1,138,999.00
Task 4: As-Needed Software Upgrades (See Section B)			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Task 5: Media Wall Support and Maintenance		\$18,450.00	\$10,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$10,000.00
Total (Tasks 1 - 5)	\$3,175,000.00	\$3,193,450.00	\$3,310,000.00	\$3,245,000.00	\$3,245,000.00	\$3,195,000.00	\$3,195,000.00	\$3,195,000.00	\$3,195,000.00	\$3,195,000.00	\$1,597,500.00
Pool Dollars	\$0.00	\$100,000.00	\$10,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$25,000.00
System Modernization**	\$0.00	\$0.00	\$2,535,000.00	\$3,062,000.00	\$1,788,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Contract Sum (Tasks 1 -5, Pool Dollars, & System Modernization)	\$3,175,000.00	\$3,293,450.00	\$5,855,000.00	\$6,357,000.00	\$5,083,500.00	\$3,245,000.00	\$3,245,000.00	\$3,245,000.00	\$3,245,000.00	\$3,245,000.00	\$1,622,500.00
Overall Contract Sum	\$41,611,450.00										

*Task 2: Equipment maintenance, software, repair and replacement costs are the responsibility of the County, and all applicable costs and labor will be billed at the Time and Materials (T&M) rate upon request.

All work under this contract shall be validated by the Executive Office prior to any work authorization.

B. AS-NEEDED SERVICES		
Task/Service	Proposed Hourly Labor Rate*	
As-needed Support Services (as set forth in SOW Section 4.1.7, Staffing Requirements, As-needed Support Services)	\$250	

As-needed Software Upgrades/Upgrades/Additions (as set forth in SOW Section 4.4, As-needed Software Upgrades and Additions	\$200	
As-needed Language Translation Services (as set forth in SOW Section 4.3.9., As-needed Language Translation Services) per interpreter.	\$300	
Time (as set forth in SOW section 4.2.15, Time and Materials Services)	\$ 250	
Materials (as set forth in SOW section 4.2.15, Time and Materials Services)		Cost + 10% max
<ul style="list-style-type: none"> Hourly rates shall be fully burdened and shall include, but not be limited to, all labor and administrative costs, travel, overhead, benefits, and profit. 		

C. SYSTEM MODERNIZATION**		
System Modernization		\$7,530,500.00
** One-time cost to be approved at the County's discretion		