

GOVERNMENT OPERATIONS COMMITTEE REPORT relative to Proposed First Amendment to Contract No. C-143137 with Southern Express International Incorporated (DBA Unishippers Los Angeles) to provide overnight and second-day mail services.

Recommendation for Council action:

APPROVE and AUTHORIZE the General Manager, Department of General Services (GSD), or designee to execute the First Amendment to Contract C-143137 with UniShippers Los Angeles for overnight and second-day mail services, increasing the contract ceiling by \$666,666 from \$999,999 to \$1,666,665, and extending the term by two years through March 24, 2028, subject to the review and approval by the City Attorney as to form.

Fiscal Impact Statement: The City Administrative Officer (CAO) reports that Funding is provided in the General Services Department Mail Services Account for this purpose. There is no additional impact to the General Fund.

Fiscal Impact Statement: The CAO reports that the recommendation contained in the March 27, 2026 CAO report, attached to the Council File, complies with the City's Financial Policies in that current and future expenditures are limited to the appropriation of funds in the budget.

Community Impact Statement: None submitted.

TIME LIMIT FILE – JUNE 30, 2026

(LAST DAY FOR COUNCIL ACTION – JUNE 30, 2026)

Summary:

On May 19, 2026, your Committee considered a March 27, 2026 CAO report relative to Proposed First Amendment to Contract No. C-143137 with Unishippers Los Angeles to provide overnight and second-day mail services. According to the CAO, the original contract for overnight and second-day mail services began on March 25, 2023, and expired on March 24, 2026, with a maximum contract ceiling of \$999,999 and an annual limit of \$333,333. The First Amendment would extend the term by two years from a total of three years to a total of five years and increases the contract ceiling by \$666,666 from \$999,999 to \$1,666,665. Funding is available in GSD's Mail Services Account to fund services provided through this contract.

The GSD is responsible for facilitating overnight and second-day mail delivery services for domestic and international destinations for all City Departments, including the identification of delivery and pick-up locations and the guarantee to offer the City the best terms available. On September 20, 2022, GSD released a Request for Proposals (RFP)

and advertised the opportunity on the Los Angeles Business Assistance Virtual Network (LABAVN) for proposers interested in supplying the City with overnight and second-day mail delivery services. UniShippers was the only responding contractor possessing the necessary equipment, staff, and experience to offer the requested services. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the First Amendment to Contract No. C-143137. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Government Operations Committee

COUNCILMEMBER VOTE

PADILLA: YES

LEE: YES

JURADO: YES

ARL

5/19/26

-NOT OFFICIAL UNTIL COUNCIL ACTS-