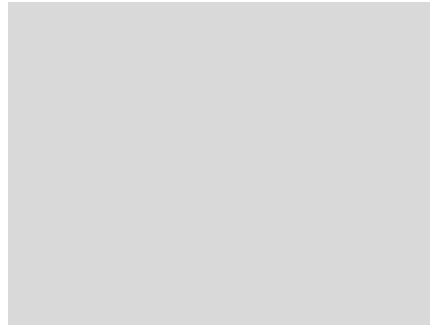


MPFR Data Entry Page

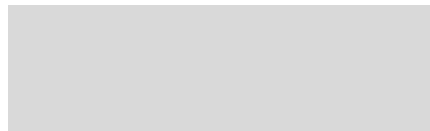
1. "Transfer From" Facility Information

Type of Distribution Consolidated: Originating
Facility Name & Type: Charleston SC P&DC
Street Address: 7075 Cross County Rd
City: North Charleston
State: SC
5D Facility ZIP Code: 29418
Retail & Delivery District: South Carolina
Retail & Delivery Area: Southern
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 294, 299
Shape: Letters, Flats, Parcels
Miles to "Transfer To" Facility: 100
Processing Region: Eastern
Processing Division: Southeast
Plant Manager: Monique Washington (a)
Sr. Division Director: Sharon Young



N/A

N/A



2. "Transfer To" Facility Information

Facility Name & Type: Columbia SC P&DC
Street Address: 2001 Dixiana Rd
City: Columbia
State: SC
5D Facility ZIP Code: 29292
Retail & Delivery District: South Carolina
Retail & Delivery Area: Southern
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 290-292, 295
Shape: Letters, Flats, Parcels
Processing Region: Eastern
Processing Division: Southeast
Plant Manager: Ronald Laurentius (a)
Sr. Division Director: Sharon Young

N/A

N/A

N/A

N/A

3. Background Information

Start of Study: Jan-10-2024
Date Range of Data: Jan-01-2023 Dec-31-2023
Bargaining Unit Hours per Year: 1750
EAS Hours per Year: 1840

4. Other Information

Regional Vice President: Todd Hawkins
Vice President, Proc & Maint Ops: Dane A Coleman
Division Coordinator: [REDACTED]
HQ MPFR Coordinator: [REDACTED]

MPFR Approval Signatures

Transfer From Facility Name and Type: Charleston SC P&DC
Facility ZIP Code: 29418
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 294, 299

Type of Distribution Consolidated: Originating

Transfer To Facility Name and Type: Columbia SC P&DC
Facility ZIP Code: 29292
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 290-292, 295

Shape: Letters, Flats, Parcels

Transfer To Facility Name and Type: N/A
Facility ZIP Code: N/A
Finance Number: N/A
Current SCF ZIP Code(s): N/A

Shape: N/A

ACKNOWLEDGEMENT OF ACCOUNTABILITY - I acknowledge that I am accountable for respecting and supporting the integrity of all official postal reporting systems, including financial reports and those relating to compliance with contracting, complement, or similar efforts involving the investment and expenditure of funds, as well as all systems to service to our customers.

TRANSFER FROM FACILITY:

Plant Manager:

E-SIGNED by Monique.J Washington
on 2024-04-29 08:02:06 CDT

Monique Washington (a)

Printed Name

Signature

Date

Southeast Sr. Division Director

Sharon Young

Printed Name

E-SIGNED by SHARON.M YOUNG
on 2024-04-25 13:47:15 CDT

Signature

Date

TRANSFER TO FACILITY:

Plant Manager:

Ronald Laurentius (a)

Printed Name

E-SIGNED by Ronald.W Laurentius
on 2024-04-29 07:08:55 CDT

Signature

Date

Southeast Sr. Division Director:

Sharon Young

Printed Name

E-SIGNED by SHARON.M YOUNG
on 2024-04-25 13:47:22 CDT

Signature

Date

REGION:

Eastern Regional Vice President:

Todd Hawkins

Printed Name

E-SIGNED by Todd.S Hawkins
on 2024-04-29 12:22:24 CDT

Signature

Date

HEADQUARTERS:

Vice President, Proc & Maint Ops:

Dane A Coleman

Printed Name

E-SIGNED by DANE.A COLEMAN
on 2024-04-30 08:36:00 CDT

Signature

Date

Comments: _____

Executive Summary

Transfer From Facility Name and Type: Charleston SC P&DC
Street Address: 7075 Cross County Rd
City, State: North Charleston, SC
Current 3D ZIP Code(s): 294, 299
Type of Distribution to Consolidate: Originating

Transfer To Facility Name and Type: Columbia SC P&DC
Current 3D ZIP Code(s): 290-292, 295
Transfer To Facility Name and Type: N/A
Current 3D ZIP Code(s): N/A

Miles between facilities: 100

Miles between facilities: N/A

Summary of MPFR Analysis

Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$480K - \$630K</u>	From Processing Tab
Management Workhour Savings =	<u>\$0</u>	From Management Complement Tab
Transportation Savings =	<u>\$3.6M - \$4.8M</u>	From Logistics Tab
Maintenance Savings =	<u>\$380K - \$500K</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
Total Annual Savings =	<u>\$4.5M - \$5.9M</u>	
Total One-Time Costs =	<u>\$0</u>	From One-Time Costs Tab
Total First Year Savings =	<u>\$4.5M - \$5.9M</u>	

Staffing Positions

Net Craft Position Loss =	<u>13</u>	From Craft Complement Tab
Net Management Position Loss =	<u>0</u>	From Management Complement Tab

Service Standard Impacts

There will be no changes to Service Standards due to this MPFR.

There will be an expected 508 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

Summary Narrative

Background

The Charleston SC P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCFs 294 and 299. The Charleston facility is 219,779 square feet. The Charleston facility is located 100 miles from the Columbia SC P&DC. The Mail Processing Facility Review (MPFR) proposal to move originating letters, flats, and parcels from Charleston SC P&DC to Columbia SC P&DC was announced on January 10,2024, under the Delivering for America plan, which includes strategies for the development of a mail processing network that enables more precise, efficient, and reliable service. By using best-in-class logistics practices, the Postal Service is driving efficiency and service performance improvement to fuel revenue growth and customer retention.

Facility Future

The Charleston facility is not closing and will remain open and be modernized as a Local Processing Center.

Customer Service Impacts

Retail and business mail acceptance services currently provided at the Charleston facility would not change due to the MPFR implementation. A local postmark is still available at retail service counters.

There are no changes to collection box times.

Service Standard Impacts

There will be no changes to Service Standards due to this MPFR. There will be an expected 508 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

Local Workforce Impact

There will be no career layoffs as part of this initiative. The Postal Service is a responsible employer and will be working closely with the unions and management associations to work through this initiative. The Postal Service will follow requirements of the collective bargaining agreements where they apply and all applicable postal policies.

Financial Summary

The annual baseline for the MPFR study represents the period of January 1, 2023, through December 31, 2023.

The MPFR shows an estimated annual savings between \$4.5M to \$5.9M. There are no projected one-time costs associated with this MPFR.

Mail Processing Craft Workhour Savings	=	\$480K - \$630K
Management Workhour Savings	=	\$0
Transportation Savings	=	\$3.6M - \$4.8M
Maintenance Savings	=	\$380K - \$500K
Space Savings	=	\$0
Total Annual Savings	=	\$4.5M - \$5.9M
Total One-Time Costs	=	\$0
Total First Year Savings	=	\$4.5M - \$5.9M

Mail Processing Employee Impacts

The MPFR is projecting an annual mail processing savings between \$480K and \$630K. The Charleston SC MPFR identified a net reduction of 8 craft positions and no management positions. Organization Design will determine the future Columbia SC P&DC management staffing.

Net Craft Staffing Impacts - Both Sites											
Charleston SC P&DC				Columbia SC P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-65	-5	0	-70	57	0	0	57	-8	-5	0	-13

Net Management Impacts											
Charleston SC P&DC				Columbia SC P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-2	0	0	-2	2	0	0	2	0	0	0	0

Maintenance

The MPFR is projecting an annual maintenance savings between \$380K and \$500K due to supporting different equipment sets. The MPFR identified a net reduction of 5 craft positions and no management positions. Maintenance staffing packages will be performed after implementation of this MPFR to determine actual impacts.

Transportation

The MPFR shows an annual savings between \$3.6M and \$4.8M due to modifying and eliminating existing HCR and PVS service. The MPFR has identified no staffing impacts at this time.

Space Impacts and One-Time Costs

There are no proposed one-time costs for this MPFR. Any space in Charleston made available due to the transfer of operations to Columbia would be evaluated for future utilization.

Conclusion

The Charleston facility will remain open and be modernized as a Local Processing Center. There will be no career layoffs as part of this initiative.

The Charleston SC P&DC to Columbia SC P&DC MPFR projects an annual savings between \$4.5M and \$5.9M with no proposed one-time costs.

This go-forward plan for the Charleston facility will help USPS achieve the core goals of our Delivering for America plan: financial sustainability for our organization and improved service reliability for our customers.

Map of Service Areas



294, 299 Charleston

290-292, 295 Columbia

Craft Complement

Career Impacts by Craft - Charleston SC P&DC Only								
Processing (F1) Clerks			Processing (F1) Mail Handlers			Other Career Craft		Total
Clerk Impact	PSEs On-Rolls	Career Clerk (Clerk - PSEs)	Mailhandler Impact	MHAs On-Rolls	Career Mailhandler (MH - MHAs)	Maintenance Impact	Logistics Impact	All Craft Impacts
-46	18	-28	-19	15	-4	-5	0	-37

This is only the impact to the Charleston SC facility

Clerk & Mailhandler reductions are a fluid number based on flexible workforce staffing (pre-career) upon implementation

Net Craft Staffing Impacts - Both Sites											
Charleston SC P&DC				Columbia SC P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-65	-5	0	-70	57	0	0	57	-8	-5	0	-13

This impact takes both sites into account and reflects the Organizational impact.

This is used to determine the F1 Savings in the MPFR workbook.

Net Craft Impacts	
F1 Mail Proc.	-8
F3A Logistics	0
F3B Maint.	-5
Total	-13

Management Complement

Management Impacts - Charleston Only			
Charleston SC P&DC			
Processing	Maintenance	Logistics	Total
-2	0	0	-2

This is only the impact to the Charleston SC facility

Net Management Impacts											
Charleston SC P&DC				Columbia SC P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-2	0	0	-2	2	0	0	2	0	0	0	0

This impact takes both sites into account and reflects the Organizational impact.

This is used to determine the F1 Savings in the MPFR workbook.

Summary for Workbook

	Net Management Impacts	Management Savings \$
F1 Proc.	0	
F3A Logistics	0	
F3B Maint.	0	
Total	0	
Estimated Savings Range		\$0

Function	Hourly Rate
F1	

OM to Payroll Staffing Condition Report

Run Date: 1/31/2024

SAP Organizational Management Data		Payroll Form 50 Data				
Occupation Series/Code	Title	Total Authorized	On Rolls Count	Variance On Rolls - Authorized	Func	LDC
23020038	PLANT MANAGER	1	0	-1	8	80
23550023	MGR MAINTENANCE	1	1	0	3B	35
23150067	MGR DISTRIBUTION OPERATIONS	3	3	0	1	10
23550021	MGR MAINTENANCE SUPPORT	1	1	0	3B	35
23150106	PROCESSING SUPPORT SPECIALIST	2	2	0	0	3
23150066	SUPV DISTRIBUTION OPERATIONS	9	9	0	1	10
23150103	SUPV DISTRIBUTION OPS (RELIEF)	1	1	0	1	10
23550010	SUPV MAINTENANCE OPERATIONS	3	3	0	3B	35

Service Standard Impacts

Notes: There will be no changes to Service Standards due to this MPFR.

There will be an expected 508 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
GAL	122	0
FCM	124	0
MKT	8	0
PER	124	0
PKG	8	0
GAH	122	0
Total	508	0

Customer Service Analysis

Transfer From Facility: Charleston SC P&DC

Current 3-Digit ZIP Code(s): 294, 299

Data Extraction Date: 01/31/24

1. Collection Points

Number picked up before 1 p.m.
 Number picked up between 1-5 p.m.
 Number picked up after 5 p.m.
 Total Number of Collection Points

3-Digit ZIP Code: 294		3-Digit ZIP Code: 299		3-Digit ZIP Code:		3-Digit ZIP Code:	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
133	197	67	116			#	
127	65	76	23			#	
32	0	7	0			#	
292	262	150	139	0	0	0	0

2. How many collection boxes are designated for "local delivery"?

3. How many "local delivery" boxes will be removed as a result of MPFR?

4. Delivery Performance Report

South Carolina District

% Carriers returning after 1700

Quarter/FY	Percent
QTR2/FY23	43.2%
QTR3/FY23	44.9%
QTR4/FY23	48.3%
QTR1/FY24	55.6%

5. Retail Unit Inside Transfer From Facility (Window Service Times)

	Current		Proposed	
	Start	End	Start	End
Monday	9:00	17:00	9:00	17:00
Tuesday	9:00	17:00	9:00	17:00
Wednesday	9:00	17:00	9:00	17:00
Thursday	9:00	17:00	9:00	17:00
Friday	9:00	17:00	9:00	17:00
Saturday	9:30	11:30	9:30	11:30

6. Business (Bulk) Mail Acceptance Hours

	Current		Proposed	
	Start	End	Start	End
Monday	9:00	18:00	9:00	18:00
Tuesday	9:00	18:00	9:00	18:00
Wednesday	9:00	18:00	9:00	18:00
Thursday	9:00	18:00	9:00	18:00
Friday	9:00	18:00	9:00	18:00
Saturday	Closed	Closed	Closed	Closed

7. Can customers obtain a local postmark in accordance with applicable policies in the *Postal Operations Manual*? Yes

8. Notes: Charleston SC Main Post Office is located at 83 Broad St. Retail Branch co-located with P&DC.

Transfer To Facility: Columbia SC P&DC - Letters, Flats, Parcels

Transfer To Facility: N/A - N/A

9. What postmark will be printed on collection mail?

Line 1 _____
 Line 2 _____

One-Time Costs

MPE Relocation Costs

Building Modifications

Prep on Workroom Floor

Employee Relocation

Total \$0

Estimated One-Time Cost \$0

Processing

CHARLESTON SC P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			72
Flats			23
Packages			71
Other			75
Grand Total			241

FY23 YTD workhour rate				
Mail Mix	Future Workload Content @ Current Facility	Current Workhours Used for Remaining Volume	Current Efficiency Index (EI) for Remaining Volume	Current FTEs for Remaining Volume
Letters			7,462	57
Flats			5,302	19
Packages			5,271	41
Other			2,249	60
Grand Total				177

Current On Rolls 262
Impact (64)

Mail Mix	Volume Moving	Current Workhours for Volume Moving	Current Efficiency Index (EI) for Volume Moving	Current FTEs for Volume Moving	15% EI Imp. @ Transfer To Facility	Volume Moving @ 15% EI WH Imp. = Future Workhours @ Transfer To Facility	FTEs @ 15% EI Imp. @ Transfer To Facility	New Facility Change	\$ Savings
Letters			2,154	15	2,478		13	(2)	\$ 198,083
Flats			4,866	4	5,595		4	-	\$ -
Packages			4,679	31	5,381		27	(4)	\$ 396,165
Other			2,769	15	3,184		13	(2)	\$ 198,083
Grand Total				65			56	(8)	\$ 792,330

\$480,000-\$630,000

Estimated Savings Range	\$480K - \$630K
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Maintenance

Major MPE Equipment List		
Equipment	Current Count	Future Count
AFCSD200	2	0
AFCM100	1	1
AIAFSM	1	1
ATU	1	1
BDS	2	0
CONTLCNTU	2	2
CVY	1	1
DBCS	6	6
DIOS	2	2
DPRCRULL	1	0
PRESFRES	1	1
HDUMP	2	2
UCAFSM	1	0
LAN	1	1
LCREM	1	1
LCTSLCTSLCTS	1	1
LMS	1	0
MSWYB	7	7
SPSS	1	1
VFS	3	0

Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
CHARLESTON SC PDC	5	29	3	21	2	60

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
CHARLESTON SC PDC	\$754,591	\$3,637,070	\$379,565	\$2,110,287	\$226,512	\$7,108,026

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$6,353,435
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$754,591
Total Annual Cost	\$7,108,026

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			0	0	\$0
36			-8915	-5	-\$627,081
37			0	0	\$0
38			0	0	\$0
39			0	0	\$0
Grand Total			-8915	-5	-\$627,081

Future						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
CHARLESTON SC PDC	5	24	3	21	2	55

Future Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
CHARLESTON SC PDC	\$754,591	\$3,009,989	\$379,565	\$2,110,287	\$226,512	\$6,480,945

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$5,726,354
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$754,591
Total Annual Cost	\$6,480,945

Savings	
Maintenance Craft Work Hour Savings	\$627,081
Maintenance EAS Work Hour Savings	\$0
Total Annual Savings	\$627,081

\$380,000-\$500,000

Total Employee Reduction	-5	Estimated Savings Range	\$380K - \$500K
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\$\$\$/FTE	(\$125,416.22)
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Note:
 Calculation include projected Operational Maintenance hours, 2A - Miscellaneous Equipment hours,
 2C - Additional Requirements hours, and LDC 36 FMD hours.

IV. Productive Workyear Factors.

Productive workyear factors are for use in all decision analysis reports and contracting out versus in-house service analyses. These factors represent the number of workhours in a workyear and are used in conjunction with the local workhour rates (which include compensation and benefits) in order to determine the cost per workyear.

Bargaining	Supervisor
1,783 hours	1,799 hours

For productive workyear factors for specific types and levels of employees, please refer to the Workhour Rates Memo. The rates provided in the memo are fully loaded and include fringe benefits, service-wide costs, and applicable lump sum payments.

The site where the latest Workhour Rates Memo is located can be accessed using the following link:
<https://blue.usps.gov/sape/page2.htm>

LDC Code	Work Hour Rate
35	
36	
37	
38	
39	

Logistics

Route	Current Annual Mileage	Annual Mileage Change	RPM	Current Annual Cost	Proposed Annual Cost	Annual Cost Change
117KE HCR						(\$833,077.93)
144VE HCR						(\$257,961.12)
151Y1 HCR						(\$169,879.56)
192M8 HCR						(\$206,658.16)
207M7 HCR						(\$116,602.54)
250TE HCR						(\$67,732.60)
270Q2 HCR						(\$229,649.76)
27291 HCR						(\$497,160.16)
275N2 HCR						(\$217,787.30)
283UE HCR						(\$208,495.69)
294DE HCR						(\$1,231,041.47)
294L2 HCR						(\$1,638,821.69)
294M7 HCR						(\$83,726.51)
294M8 HCR						\$0.00
294VS PVS						\$708,829.72
300U5 HCR						(\$184,361.67)
320M7 HCR						\$37,670.86
331M4 HCR						\$0.00
331P1 HCR						\$0.00
400DE HCR						(\$84,161.23)
450N2 HCR						(\$519,371.85)
607P2 HCR						(\$158,452.43)
660L0 HCR						(\$98,593.84)
Grand Total						(\$6,057,034.93)
						-\$3,630,000--\$4,850,000
Estimated Savings Range						\$3.6M - \$4.8M

0 Net Craft Impacts