

# MPFR Data Entry Page

## 1. "Transfer From" Facility Information

**Type of Distribution Consolidated:** Originating  
**Facility Name & Type:** Provo UT P&DC  
**Street Address:** 936 S 250 E  
**City:** Provo  
**State:** UT  
**5D Facility ZIP Code:** 84606  
**Retail & Delivery District:** NV-UT  
**Retail & Delivery Area:** Westpac  
**Finance Number:** [REDACTED]  
**Current 3D ZIP Code(s):** 845-846  
**Shape:** Parcels  
**Miles to "Transfer To" Facility:** 45  
**Processing Region:** Western  
**Processing Division:** Western  
**Postmaster or Plant Manager:** Emery Openshaw  
**Sr. Division Director:** Felipe Flores

N/A  
N/A

## 2. "Transfer To" Facility Information

**Facility Name & Type:** Salt Lake City UT ASF  
**Street Address:** 1960 S Industrial Rd  
**City:** Salt Lake City  
**State:** UT  
**5D Facility ZIP Code:** 84199  
**Retail & Delivery District:** NV-UT  
**Retail & Delivery Area:** Westpac  
**Finance Number:** [REDACTED]  
**Current 3D ZIP Code(s):** 829-832, 834, 840-844, 898  
**Shape:** Flats and Parcels  
**Processing Region:** Western  
**Processing Division:** Western  
**Plant Manager:** Chad Oborn  
**Sr. Division Director:** Felipe Flores

N/A  
N/A  
N/A  
N/A

## 3. Background Information

**Start of Study:** Sep-27-2023  
**Date Range of Data:** Jul-01-2022 Jun-30-2023  
**Bargaining Unit Hours per Year:** 1750  
**EAS Hours per Year:** 1840

## 4. Other Information

**Regional Vice President:** John DiPeri  
**Vice President, Proc & Maint Ops:** Dane Coleman  
**Division Coordinator:** [REDACTED]  
**HQ MPFR Coordinator:** [REDACTED]

# MPFR Approval Signatures

**Transfer From Facility Name and Type:** Provo UT P&DC  
**Facility ZIP Code:** 84606  
**Finance Number:** [REDACTED]  
**Current SCF ZIP Code(s):** 845-846  
**Type of Distribution Consolidated:** Originating

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**Transfer To Facility Name and Type:** Salt Lake City UT ASF      Parcels  
**Facility ZIP Code:** 84199  
**Finance Number:** [REDACTED]

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**Transfer To Facility Name and Type:** N/A      N/A  
**Facility ZIP Code:** N/A  
**Finance Number:** N/A

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**Current SCF ZIP Code(s):** 829-832, 834, 840-844, 898

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:**

**Postmaster or Plant Manager:** [REDACTED]      11/14/23  
**Emery Openshaw**      Signature      Date  
Printed Name

**Sr. Division Director:** Felipe Flores      Digitally signed by Felipe Flores  
**Felipe Flores**      Date: 2023.11.14 13:12:46  
Printed Name      Signature      Date  
-07'00'

**TRANSFER TO FACILITY:**

**Plant Manager:** [REDACTED]      11/14/23  
**Chad Oborn**      Signature      Date  
Printed Name

**Sr. Division Director:** Felipe Flores      Digitally signed by Felipe Flores  
**Felipe Flores**      Date: 2023.11.14 12:13:56  
Printed Name      Signature      Date  
-07'00'

**REGION:**

**Regional Vice President:** E-SIGNED by JOHN.J DIPERI  
**John DiPeri**      on 2023-12-01 20:05:11 GMT  
Printed Name      Signature      Date

**HEADQUARTERS:**

**Vice President, Proc & Maint Ops:** E-SIGNED by DANE.A COLEMAN  
**Dane Coleman**      on 2023-12-01 21:22:12 GMT  
Printed Name      Signature      Date

**Comments:** \_\_\_\_\_

# Executive Summary

**Transfer From Facility Name and Type:** Provo UT P&DC  
**Street Address:** 936 S 250 E  
**City, State:** Provo, UT  
**Current 3D ZIP Code(s):** 845-846  
**Type of Distribution to Consolidate:** Originating

**Transfer To Facility Name and Type:** Salt Lake City UT ASF  
**Transfer To Facility Name and Type:** N/A  
**Current 3D ZIP Code(s):** 829-832, 834, 840-844, 898

**Miles between facilities:** 45  
**Miles between facilities:** N/A

## Summary of MPFR Analysis

### Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$360K-\$480K</u>	From Processing Tab
Management Workhour Savings =	<u>\$0</u>	From Management Complement Tab
Transportation Savings =	<u>\$500K-\$660K</u>	From Logistics Tab
Maintenance Savings =	<u>\$150K-\$200K</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
<b>Total Annual Savings =</b>	<u><b>\$1.0M-\$1.3M</b></u>	
<b>Total One-Time Costs =</b>	<u><b>\$0</b></u>	From One-Time Costs Tab
<b>Total First Year Savings =</b>	<u><b>\$1.0M-\$1.3M</b></u>	

### Staffing Positions

Net Craft Position Loss =	<u>(8)</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 66 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

# Summary Narrative

## Background

The Provo UT P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCFs 845 and 846. The Provo facility is 90,282 square feet. The Provo UT P&DC is located 45 miles from the Salt Lake City UT ASF, which will become the Salt Lake City Regional Processing and Distribution Center (RPDC), approximately 42 minutes via interstate highways. The Mail Processing Facility Review (MPFR) proposal to move originating parcels from Provo UT P&DC to Salt Lake City ASF was announced on 9/27/2023 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 Provo 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 would not change due to the MPFR implementation. A local postmark is still available at the retail service counter.

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 66 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 July 1, 2022, through June 30, 2023.

The MPFR shows an estimated annual savings between \$1.0M and \$1.3M. There are no projected one-time costs associated with this MPFR.

### Savings / Costs

Mail Processing Craft Workhour Savings	=	<u>\$360K - \$480K</u>
Management Workhour Savings	=	<u>\$0</u>
Transportation Savings	=	<u>\$500K - \$660K</u>
Maintenance Savings	=	<u>\$150K - \$200K</u>
Space Savings	=	<u>\$0</u>
<b>Total Annual Savings</b>	=	<b><u>\$1.0M - \$1.3M</u></b>
<b>Total One-Time Costs</b>	=	<b><u>\$0</u></b>
<b>Total First Year Savings</b>	=	<b><u>\$1.0M - \$1.3M</u></b>

## Mail Processing

The MPFR identified a net reduction of 6 craft positions and no management positions. Organizational Design will determine the future Salt Lake City RPDC Management staffing.

Craft Staffing Impacts									
	Transfer From Impacts			Transfer To Impacts			Net Impacts		
	F1	Maint	Total	F1	Maint	Total	Net F1	Net Maint	Net Total
PROVO P&DC	-49	-2	-51	43	0	43	-6	-2	-8

Management Staffing Impacts											
LPC Impacts	F1	Maint	Total	RPDC Impacts	F1	Maint	Total	Net Impacts	Net F1	Net Maint	Net Total
Provo	-2	0	-2	SLC ASF	2	0	2	Provo/SLC	0	0	0

## Maintenance

The MPFR is projecting an annual maintenance savings due to supporting different equipment sets. The MPFR identified reductions of 2 craft and no management positions at Provo. Maintenance staffing packages will be performed after implementation of this MPFR to determine actual impacts.

## Transportation

Transportation supporting the Provo MPFR study contains PVS and HCR service. The MPFR shows an annual savings due to modifying and eliminating existing HCR routes and PVS trips as necessary. The MPFR has identified no transportation staffing impacts at this time.

### **Space Impacts and One-Time Costs**

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

### **\*Other Current Initiatives**

There is currently a separate excessing event at the Provo facility due to all originating and destinating letter, flat, and parcel operations for SCF 847 moving to Las Vegas.

### **Conclusion**

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

The Provo to Salt Lake City ASF MPFR projects an annual savings between \$1.0M and \$1.3M with no proposed one-time costs.

This go-forward plan for the Provo 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



845-846 Provo

829-832, 834, 840-844, 898 Salt Lake City

# Craft Complement

Net Complement Impacts	
F1 Mail Processing	-6
F3A Logistics	0
F3B Maintenance	-2
Total	-8

This takes both sites into account.

Craft Staffing Impacts									
Transfer From Site	Transfer From Impacts			Transfer To Impacts			Net Impacts		
	F1	Maint	Total	F1	Maint	Total	Net F1	Net Maint	Net Total
PROVO P&DC	-49	-2	-51	43	0	43	-6	-2	-8

This is only the impact to Provo

Craft Career Impact (Transfer From Site)							
F1 Clerk Impact	F1 Mail Handler Impact	F1 PSE On-rolls	F1 MHA On Rolls	F1 Clerk Impact Less PSEs	F1 Mail Handler Impact Less MHAs	Maint Impact	Updated Career Craft Impact
-32	-17	9	1	-23	-16	-2	-41





# Service Standard Impacts

Notes: There will be no changes to Service Standards due to this MPFR.  
There will be an expected 66 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
GAL	33	0
GAH	33	0
<b>Total</b>	66	

# MPE Inventory

From Facility: Provo UT P&DC

To Facility: Salt Lake City UT ASF

To Facility: N/A

Data Extraction Date: 09/27/23

Equipment Type	(1) Current Number	(2) Proposed Number	(3) Difference
ADUS			0
AFCS	1	0	(1)
AFCS 200			0
AFSM100	1	1	0
APBS	1	0	(1)
APPS			0
CIOSS			0
DBCS	1	1	0
DIOSS	2	2	0
HOPS			0
HSTS			0
HSUS			0
LCREM			0
LCTS			0
LCUS			0
PSM			0
RCS			0
SIPS	1	1	0
SPSS			0
USS			0
PIV			0
(enter as needed)			0
(enter as needed)			0

Equipment Type	(4) Current Number	(5) Proposed Number	(6) Difference
ADUS	1	1	0
AFCS			0
AFCS 200			0
AFSM100	2	2	0
APBS	6	6	0
APPS			0
CIOSS			0
DBCS			0
DIOSS			0
HOPS			0
HSTS			0
HSUS	1	1	0
LCREM			0
LCTS	1	1	0
LCUS			0
PSM			0
RCS			0
SIPS			0
SPSS			0
USS			0
PIV			0
MaRS			0
FRS	1	1	0

Equipment Type	(4) Current Number	(5) Proposed Number	(6) Difference	(7) Excess Equipment	(8) Relocation Costs
ADUS			0	0	
AFCS			0	1	
AFCS 200			0	0	
AFSM100			0	0	
APBS			0	1	
APPS			0	0	
CIOSS			0	0	
DBCS			0	0	
DIOSS			0	0	
HOPS			0	0	
HSTS			0	0	
HSUS			0	0	
LCREM			0	0	
LCTS			0	0	
LCUS			0	0	
PSM			0	0	
RCS			0	0	
SIPS			0	0	
SPSS			0	0	
USS			0	0	
PIV			0	0	
MaRS			0	0	
FRS			0	0	

\$0

Mail Processing Equipment Relocation Costs: \$0 (This number is carried forward to One-Time Costs)

(9) Notes: SLC ASF Machine count includes MPA Machine count

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## Customer Service Analysis

Transfer From Facility: Provo UT P&DC

Current 3-Digit ZIP Code(s): 845-846  
 Data Extraction Date: 09/27/23

**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: 845		3-Digit ZIP Code: 846		3-Digit ZIP Code: 847		3-Digit ZIP Code:	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
14	29	14	30	28	74		
13	7	25	9	80	25		
7	1	10	2	2	1		
34	37	49	41	110	100	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**

Quarter/FY	Percent
QTR4/FY22	43.6%
QTR1/FY23	52.8%
QTR2/FY23	43.6%
QTR3/FY23	40.5%

% Carriers returning after 1700

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

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

**6. Business (Bulk) Mail Acceptance Hours**

	Current		Proposed	
	Start	End	Start	End
Monday	10:00	17:00	10:00	17:00
Tuesday	10:00	17:00	10:00	17:00
Wednesday	10:00	17:00	10:00	17:00
Thursday	10:00	17:00	10:00	17:00
Friday	10:00	17:00	10:00	17:00
Saturday	Closed	Closed	Closed	Closed

Retail	<input type="text" value="Yes"/>
BMEU	<input type="text" value="Yes"/>
Delivery	<input type="text" value="Yes"/>

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

8. Notes: Provo PO co-located with plant.

Transfer To Facility: Salt Lake City UT ASF - 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 \$0

Building Modifications

Prep on Workroom Floor

Employee Relocation

Total \$0

Estimated One-Time Cost

Processing

FY23 YTD workhour \$

47.62

Provo UT P&DC				Provo UT P&DC														
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs	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	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			15	Letters			7,836	15	Letters			-	-	-		-	-	\$ -
Flats			5	Flats			6,563	5	Flats			-	-	-		-	-	\$ -
Packages			40	Packages			6,068	8	Packages			4,868	32	5,598		28	(4)	\$ 396,165
Other			32	Other			93	15	Other			85	17	98		15	(2)	\$ 198,083
<b>Grand Total</b>			<b>92</b>	<b>Grand Total</b>				<b>43</b>	<b>Grand Total</b>				<b>49</b>			<b>43</b>	<b>(6)</b>	<b>\$ 594,248</b>
								Current On Rolls									104	
								Impact									(49)	
																Estimated Savings Range		\$360K-\$480K

Major MPE Equipment List		
Equipment	Current Count	Future Count
ADUS	0	0
AFSM100AFS	1	1
AJAFSM	1	1
AFBS	1	0
CVY	6	6
DBCS	1	1
DIOS	2	2
FRES/FRES	1	1
HDUMP	2	2
LAN	1	1
MSWYB	5	5
SDUS/SFS	1	1

Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
PROVO UT P&DC	2	14	1	8	1	26

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
PROVO UT P&DC	\$301,836	\$1,755,827	\$126,522	\$803,919	\$113,256	\$3,101,360

Total Maintenance Craft x 1783 Hrs x LDC Labor Rate	\$2,799,524
Total Maintenance EAS x 1799 Hrs x LDC Labor Rate	\$301,836
<b>Total Annual Cost</b>	<b>\$3,101,360</b>

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			0	0	50
36			-356	-2	-\$250,832
37			0	0	50
38			0	0	50
39			0	0	50
<b>Grand Total</b>			<b>-356</b>	<b>-2</b>	<b>-\$250,832</b>

**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 1,783 hours  
Supervisor 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, servicewide 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/cape/page2.htm>

Future						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
PROVO UT P&DC	2	12	1	8	1	24

Future Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
PROVO UT P&DC	\$301,836	\$1,504,995	\$126,522	\$803,919	\$113,256	\$2,850,528

Total Maintenance Craft x 1783 Hrs x LDC Labor Rate	\$2,548,692
Total Maintenance EAS x 1799 Hrs x LDC Labor Rate	\$301,836
<b>Total Annual Cost</b>	<b>\$2,850,528</b>

Savings	
Maintenance Craft Work Hour Savings	\$250,832
Maintenance EAS Work Hour Savings	\$0
<b>Total Annual Savings</b>	<b>\$250,832</b>

**Total Maint**

\$250,832  
\$150,000-\$200,000

<b>Total Employee Reduction</b>	<b>-2</b>
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Estimated Savings Range	\$150K-\$200K
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SSS/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 FMO hours.

LDC Code	Work Hour Rate
35	
36	
37	
38	
39	

# Logistics

Contract	Current Annual Mileage	nual Mileage Chai	RPM	Current Annual Cost	Proposed Annual Cost	Annual Cost Change
840VS PVS						\$0.00
84122 HCR						(\$688,491.82)
84190 HCR						(\$3,009.07)
846AJ HCR						(\$135,789.47)
<b>Grand Total</b>						<b>(\$827,290.36)</b>
						\$500,000-\$660,000
						\$500K-\$660K

0 Net Craft Impacts