

MPFR Data Entry Page

1. "Transfer From" Facility Information

Type of Distribution Consolidated: Originating
Facility Name & Type: Tacoma WA P&DC
Street Address: 4001 S Pine St
City: Tacoma
State: WA
5D Facility ZIP Code: 98413
Retail & Delivery District: Washington
Retail & Delivery Area: WestPac
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 983-985
Miles to Gaining Facility: 31
Processing Region: Western
Processing Division: Pacific Northwest
Postmaster or Plant Manager: William G Rupert
Sr. Division Director: Brian C Gaines

2. "Transfer To" Facility Information

Facility Name & Type: Seattle WA P&DC
Street Address: 10700 27th Ave S
City: Seattle
State: WA
5D Facility ZIP Code: 98168
Retail & Delivery District: Washington
Retail & Delivery Area: WestPac
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 980-982, 998, 999
Processing Region: Western
Processing Division: Pacific Northwest
Plant Manager: Len DeLeon
Sr. Division Director: Brian C Gaines

3. Background Information

Start of Study: Oct-25-2023
Date Range of Data: Oct-01-2022 Sep-30-2023
Bargaining Unit Hours per Year: 1750
EAS Hours per Year: 1840

4. Other Information

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

MPFR Approval Signatures

Transfer From Facility Name and Type: Tacoma WA P&DC
Facility ZIP Code: 98413
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 983-985
Type of Distribution Consolidated: Originating
Transfer To Facility Name and Type: Seattle WA P&DC
Facility ZIP Code: 98168
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 980-982, 998, 999

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:

William G Rupert

Printed Name

E-SIGNED by William.G Rupert
on 2024-01-17 18:08:07 GMT

Signature

Date

Sr. Division Director:

Brian C Gaines

Printed Name

E-SIGNED by BRIAN.C GAINES
on 2024-01-04 21:10:39 GMT

Signature

Date

TRANSFER TO FACILITY:

Plant Manager:

Len DeLeon

Printed Name

E-SIGNED by Len DeLeon
on 2023-12-28 19:51:36 GMT

Signature

Date

Sr. Division Director:

Brian C Gaines

Printed Name

E-SIGNED by BRIAN.C GAINES
on 2024-01-04 21:10:40 GMT

Signature

Date

REGION:

Regional Vice President:

John J DiPeri

Printed Name

E-SIGNED by JOHN.J DIPERI
on 2024-02-21 14:19:23 EST

Signature

Date

HEADQUARTERS:

Vice President, Proc & Maint Ops:

Dane A Coleman

Printed Name

E-SIGNED by DANE.A COLEMAN
on 2024-02-29 18:23:09 EST

Signature

Date

Comments: _____

Executive Summary

Transfer From Facility Name and Type: Tacoma WA P&DC

Street Address: 4001 S Pine St

City, State: Tacoma, WA

Current 3D ZIP Code(s): 983-985

Type of Distribution to Consolidate: Originating

Miles between facilities: 31

Transfer To Facility Name and Type: Seattle WA P&DC

Current 3D ZIP Code(s): 980-982, 998, 999

Summary of MPFR Analysis

Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$240K - \$320K</u>	From Processing Tab
Management Workhour Savings =	<u>\$0</u>	From Management Complement Tab
Transportation Savings =	<u>\$300K - \$400K</u>	From Logistics Tab
Maintenance Savings =	<u>\$590K - \$790K</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
Total Annual Savings =	<u>\$1.1M - \$1.5M</u>	
Total One-Time Costs =	<u>\$0</u>	From One-Time Costs Tab
Total First Year Savings =	<u>\$1.1M - \$1.5M</u>	

Staffing Positions

Net Craft Position Loss =	<u>12</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 18 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

Summary Narrative

Background

The Tacoma WA P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCF 983-985. The Tacoma facility is 149,400 square feet. The Tacoma WA P&DC is located 31 miles from the Seattle WA P&DC, approximately 38 minutes via interstate highways. The Mail Processing Facility Review (MPFR) proposal to move originating mail from Tacoma WA P&DC to Seattle WA P&DC was announced on 10/25/2023 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 Tacoma 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 18 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 October 1, 2022, through September 30, 2023.

The MPFR shows an estimated annual savings between \$1.1M and \$1.5M. There are no projected one-time costs associated with this MPFR.

Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$240K - \$320K</u>
Management Workhour Savings =	<u>\$0</u>
Transportation Savings =	<u>\$300K - \$400K</u>
Maintenance Savings =	<u>\$590K - \$790K</u>
Space Savings =	<u>\$0</u>
Total Annual Savings =	<u>\$1.1M - \$1.5M</u>
Total One-Time Costs =	<u>\$0</u>
Total First Year Savings =	<u>\$1.1M - \$1.5M</u>

Mail Processing

The MPFR identified a net reduction of 4 craft positions and no management positions. Organizational Design will determine the future Seattle RPDC Management staffing.

Craft Staffing Impacts											
LPC Impacts	F1	Maint	Total	PDC Impacts	F1	Maint	Total	Net Impacts	Net F1	Net Maint	Net Total
Tacoma	-38	-8	-46	Seattle	34	0	34	Both	-4	-8	-12

Management Staffing Impacts											
LPC Impacts	F1	Maint	Total	PDC Impacts	F1	Maint	Total	Net Impacts	Net F1	Net Maint	Net Total
Tacoma	-1	0	-1	Seattle	1	0	1	Both	0	0	0

Maintenance

The MPFR is projecting an annual maintenance savings due to supporting different equipment sets. The MPFR identified reductions of 8 craft and no management positions at Tacoma. Maintenance staffing packages will be performed after implementation of this MPFR to determine actual impacts.

Transportation

The MPFR shows an annual savings between \$300K to \$400K due to modifying and eliminating existing HCR service. 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 Tacoma made available due to the transfer of operations to the Seattle WA P&DC would be evaluated for future utilization.

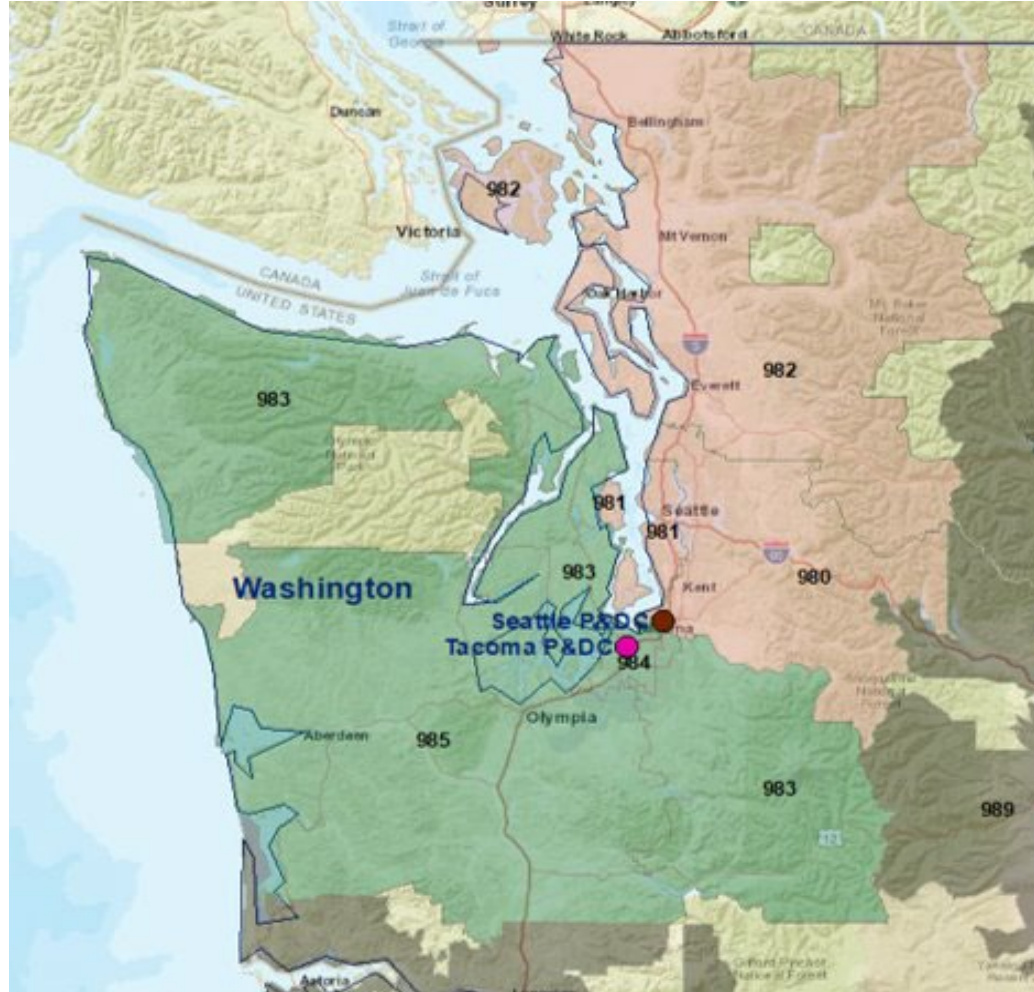
Conclusion

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

The Tacoma to Seattle MPFR projects an annual savings between \$1.1M and \$1.5M with no proposed one-time costs.

This go-forward plan for the Tacoma 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



Tacoma P&DC: 983-985
Seattle P&DC: 980-982, 998, 999

Craft Complement

Hourly Rate \$ ████

	Net Complement
F1 Mail Processing	-4
F3A Logistics	0
F3B Maintenance	-8
Total	-12

Craft Career Impact (Transfer From Site - Tacoma)							
F1 Clerk Impact	F1 Mail Handler Impact	F1 PSE On-rolls	F1 MHA On Rolls	F1 Clerk Impact Less PSEs	F1 Mail Handler Impact	Maint Impact	Updated Career
-17	-20	18	10	0	-10	-8	-18

Craft Staffing Impacts											
LPC Impacts	F1	Maint	Total	PDC Impacts	F1	Maint	Total	Net Impacts	Net F1	Net Maint	Net Total
Tacoma	-38	-8	-46	Seattle	34	0	34	Both	-4	-8	-12

Management Complement

OM to Payroll Staffing Condition Report

Run Date: 09/11/23

SAP Organizational Management Data		Payroll Form 50 Data			
Occupation		Total	On Rolls	Variance	
Series/Code	Title	Authorized	Count	On Rolls -	Func
				Authorized	LDC
548332 TACOMA WA P&DC					
23020039	PLANT MANAGER	1	1	0	8
8960028	INDUSTRIAL ENGINEER (PROCESSING)	1	1	0	0
23550023	MGR MAINTENANCE	1	1	0	3B
23157143	MGR PROCESSING SUPPORT	1	1	0	0
23157141	MGR DISTRIBUTION OPERATIONS	1	1	0	1
23150067	MGR DISTRIBUTION OPERATIONS	2	1	-1	1
23550021	MGR MAINTENANCE SUPPORT	1	0	-1	3B
23150106	PROCESSING SUPPORT SPECIALIST	1	1	0	0
23150066	SUPV DISTRIBUTION OPERATIONS	6	6	0	1
23150103	SUPV DISTRIBUTION OPS (RELIEF)	1	0	-1	1
23550010	SUPV MAINTENANCE OPERATIONS	3	3	0	3B
3180007	ADMINISTRATIVE ASSISTANT (FLD)	1	0	-1	8
Cost Center	Total	20	16	-4	

	Net Mgt Impacts	Management Savings \$
F0	0	\$0
F1	0	\$0
F3B	0	\$0
Total	0	\$0
ated Savings Range		

Management Staffing Impacts											
LPC Impacts	F1	Maint	Total	PDC Impacts	F1	Maint	Total	Net Impacts	Net F1	Net Maint	Net Total
Tacoma	-1	0	-1	Seattle	1	0	1	Both	0	0	0

Service Standard Impacts

Notes: There will be no changes to Service Standards due to this MPFR.
There will be an expected 18 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrade	Downgrade
PRI	0	0
GAL	0	0
FCM	0	0
MKT	9	0
PER	0	0
PKG	9	0
GAH	0	0
Total	18	0

MPE Inventory

Losing Facility: Tacoma WA P&DC

Gaining Facility: Seattle WA P&DC

Data Extraction Date: 10/26/23

Equipment Type	(1) Current Number	(2) Proposed Number	(3) Difference
ADUS	1	1	0
AFCS			0
AFCS 200	3	0	(3)
AFSM100	2	2	0
APBS			0
APPS			0
CIOSS			0
DBCS	12	12	0
DIOSS	1	1	0
HOPS			0
HSTS			0
HSUS			0
LCREM	1	1	0
LCTS			0
LCUS			0
PSM			0
RCS			0
SIPS			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	(7) Excess Equipment	(8) Relocation Costs
ADUS			0	0	
AFCS			0	0	
AFCS 200	5	5	0	3	
AFSM100	4	4	0	0	
APBS	2	2	0	0	
APPS			0	0	
CIOSS	2	2	0	0	
DBCS	12	12	0	0	
DIOSS	4	4	0	0	
HOPS			0	0	
HSTS			0	0	
HSUS			0	0	
LCREM	1	1	0	0	
LCTS	3	3	0	0	
LCUS	1	1	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 from Losing to Gaining Facility: \$0 (This number is carried forward to One-Time Costs)

(9) Notes: _____

Customer Service Analysis

Transfer From Facility: Tacoma WA P&DC

5-Digit ZIP Code: 983-985
 Data Extraction Date: 10/25/23

1. Collection Points	3-Digit ZIP Code: 983		3-Digit ZIP Code: 984		3-Digit ZIP Code: 985		3-Digit ZIP Code:	
	Current		Current		Current		Current	
	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
Number picked up before 1 p.m.	46	155	52	0	62	149		
Number picked up between 1-5 p.m.	192	111	154	1	233	83		
Number picked up after 5 p.m.	75	3	46	0	22	0		
Total Number of Collection Points	313	269	252	1	317	232		

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
% Carriers returning after 1700	
QTR1/FY23	58.6%
QTR2/FY23	47.6%
QTR3/FY23	46.8%
QTR4/FY23	47.6%

5. Retail Unit Inside Losing Facility (Window Service Times)

	Current		Proposed	
	Start	End	Start	End
Monday	8:00	19:00	8:00	19:00
Tuesday	8:00	19:00	8:00	19:00
Wednesday	8:00	19:00	8:00	19:00
Thursday	8:00	19:00	8:00	19:00
Friday	8:00	19:00	8:00	19:00
Saturday	9:00	15:00	9:00	15:00

6. Business (Bulk) Mail Acceptance Hours

	Current		Proposed	
	Start	End	Start	End
Monday	10:00	18:00	10:00	18:00
Tuesday	10:00	18:00	10:00	18:00
Wednesday	10:00	18:00	10:00	18:00
Thursday	10:00	18:00	10:00	18:00
Friday	10:00	18:00	10:00	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: _____

Transfer To Facility: Seattle WA P&DC

9. What postmark will be printed on collection mail?
 Line 1 _____
 Line 2 _____

One-Time Costs

MPE Relocation Costs	\$0
Building Modifications	\$0
Prep on Workroom Floor	\$0
Employee Relocation	\$0
Total Estimated One-Time Cost	\$0

TACOMA WA P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			84
Flats			23
Packages			12
Other			70
Grand Tot			189

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			8,929	73
Flats			7,740	19
Packages			1,551	9
Other			2,954	49
Grand Tot				150

Current On Rolls Impact 188 -38

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			4,853	11	5,581		9	-2	\$198,083
Flats			5,866	4	6,746		4	-	\$-
Packages			10	2	12		2	-	\$-
Other			659	21	758		19	-2	\$198,083
Grand Tot				38			34	-4	\$396,165

Estimated Savings Range \$240,000-\$320,000

Major MPE Equipment List		
Equipment	Current	Future
ADUS	1	1
AFCS200	3	0
AFSM100AFSM100	2	2
BDS	3	0
CONTLCONTU	3	3
DBCS	12	12
DIOSS	1	1
DPRCULL	1	0
FRESFRES	1	1
HDUMP	2	2
IJCAFMS	1	0
LAN	1	1
LCREM	1	1
LMS	1	0
MSWYB	6	6
PRS	1	1
VFS	6	0
Total	46	31

Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
TACOMA WA P&DC	5	30	2	22	2	61

Future						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
TACOMA WA P&DC	5	23	2	22	1	53

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
TACOMA WA P&DC	\$754,591	\$3,762,487	\$253,043	\$2,210,777	\$226,512	\$7,207,410

Future Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
TACOMA WA P&DC	\$754,591	\$2,884,573	\$253,043	\$2,210,777	\$113,256	\$6,216,240

Total Maintenance Craft x 1783 Hrs x LDC Labor Rate	\$6,452,820
Total Maintenance EAS x 1799 Hrs x LDC Labor Rate	\$754,591
Total Annual Cost	\$7,207,410

Total Maintenance Craft x 1783 Hrs x LDC Labor Rate	\$5,461,650
Total Maintenance EAS x 1799 Hrs x LDC Labor Rate	\$754,591
Total Annual Cost	\$6,216,240

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			0	0	\$0
36			-12481	-7	(\$877,914)
37			0	0	\$0
38			0	0	\$0
39			-1783	-1	(\$113,256)
Grand Total			-14264	-8	(\$991,170)

Savings	
Maintenance Craft Work Hour Savings	\$991,170
Maintenance EAS Work Hour Savings	\$0
Total Annual Savings	\$991,170

Total Employee Reduction -8

\$590K - \$790K

\$\$\$/FTE (\$123,896.21)

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	

Route	Current Annual Mileage	Annual Mileage Change	RPM	Current Annual Cost	Proposed Annual Cost	Annual Cost Change
948AE HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	(\$21,354.69)
98013 HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	\$0.00
980M2 HCR	1	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	(\$45,237.79)
983VS PVS	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	(\$418,912.81)
98530 HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	\$0.00
985L3 HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	(\$15,338.96)
985L9 HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	\$0.00
985M0 HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	\$0.00
Grand Total	832,258	(156,434)	[REDACTED]	\$2,371,614.52	\$1,870,770.27	(\$500,844.25)

\$ 300,507 \$ 400,675
 \$300K - \$400K