

MPFR Data Entry Page

1. "Transfer From" Facility Information

Type of Distribution Consolidated: Originating
Facility Name & Type: Johnstown PA P&DC-INSHD
Street Address: 235 Jari Drive
City: Johnstown
State: PA
5D Facility ZIP Code: 15904
Retail & Delivery District: Pennsylvania 1
Retail & Delivery Area: Atlantic
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 155, 157-159, 166, 168
Shape: Letters and Flats
Miles to "Transfer To" Facility: 78
Processing Region: Eastern
Processing Division: Chesapeake
Plant Manager: Thomas S Haynal
Sr. Division Director: Vernal D Webster

N/A

N/A

2. "Transfer To" Facility Information

Facility Name & Type: Pittsburgh PA P&DC
Street Address: 1001 California Avenue
City: Pittsburgh
State: PA
5D Facility ZIP Code: 15290
Retail & Delivery District: Pennsylvania 1
Retail & Delivery Area: Atlantic
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 150-154, 156, 160-165, 260, 265, 439
Shape: Letters and Flats
Processing Region: Eastern
Processing Division: Chesapeake
Plant Manager: Jemal D Jones
Sr. Division Director: Vernal D Webster

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: Johnstown PA P&DC-INSHD

Facility ZIP Code: 15904

Finance Number: [REDACTED]

Current SCF ZIP Code(s): 155, 157-159, 166, 168

Type of Distribution Consolidated: Originating

Transfer To Facility Name and Type: Pittsburgh PA P&DC

Facility ZIP Code: 15290

Finance Number: [REDACTED]

Current SCF ZIP Code(s): 150-154, 156, 160-165, 260, 265, 439

Shape: Letters and Flats

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:

Thomas S Haynal

Printed Name

E-SIGNED by Thomas.S Haynal

on 2024-03-20 09:50:37 EDT

Signature

Date

Chesapeake Sr. Division Director

Vernal D Webster

Printed Name

E-SIGNED by VERNAL.D WEBSTER JR

on 2024-03-27 12:27:52 EDT

Signature

Date

TRANSFER TO FACILITY:

Plant Manager:

Jemal D Jones

Printed Name

E-SIGNED by Jemal.D Jones

on 2024-03-27 08:52:49 EDT

Signature

Date

Chesapeake Sr. Division Director:

Vernal D Webster

Printed Name

E-SIGNED by VERNAL.D WEBSTER JR

on 2024-03-27 12:27:32 EDT

Signature

Date

REGION:

Eastern Regional Vice President:

Todd Hawkins

Printed Name

E-SIGNED by Todd.S Hawkins

on 2024-04-01 18:55:46 GMT

Signature

Date

HEADQUARTERS:

Vice President, Proc & Maint Ops:

Dane A Coleman

Printed Name

E-SIGNED by DANE.A COLEMAN

on 2024-04-01 21:01:21 GMT

Signature

Date

Comments: _____

Executive Summary

Transfer From Facility Name and Type: Johnstown PA P&DC-INSHD

Street Address: 235 Jari Drive

City, State: Johnstown, PA

Current 3D ZIP Code(s): 155, 157-159, 166, 168

Type of Distribution to Consolidate: Originating

Transfer To Facility Name and Type: Pittsburgh PA P&DC

Current 3D ZIP Code(s): 150-154, 156, 160-165, 260, 265, 439

Miles between facilities: 78

Transfer To Facility Name and Type: N/A

Current 3D ZIP Code(s): N/A

Miles between facilities: N/A

Summary of MPFR Analysis

Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$120K - \$160K</u>	From Processing Tab
Management Workhour Savings =	<u>\$180K - \$240K</u>	From Management Complement Tab
Transportation Savings =	<u>\$190K - \$250K</u>	From Logistics Tab
Maintenance Savings =	<u>\$900K - \$1.2M</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
Total Annual Savings =	<u>\$1.4M - \$1.8M</u>	
Total One-Time Costs =	<u>\$0</u>	From One-Time Costs Tab
Total First Year Savings =	<u>\$1.4M - \$1.8M</u>	

Staffing Positions

Net Craft Position Loss =	<u>14</u>	From Craft Complement Tab
Net Management Position Loss =	<u>2</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 600 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

Summary Narrative

Background

The Johnstown PA P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCFs 155, 157-159, 166, 168. The Johnstown facility is 58,952 square feet. The Johnstown facility is located 78 miles from the Pittsburgh PA P&DC. The Mail Processing Facility Review (MPFR) proposal to move originating letter and flat mail from Johnstown PA P&DC to Pittsburgh PA P&DC was announced on 1/10/2024 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 Johnstown 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 Johnstown facility 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 600 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 \$1,400,000 to \$1,800,000. There are no projected one-time costs associated with this MPFR.

Mail Processing Craft Workhour Savings	=	\$120K - \$160K
Management Workhour Savings	=	\$180K - \$240K
Transportation Savings	=	\$190K - \$250K
Maintenance Savings	=	\$900K - \$1.2M
Space Savings	=	\$0
Total Annual Savings	=	\$1.4M - \$1.8M
Total One-Time Costs	=	\$0
Total First Year Savings	=	\$1.4M - \$1.8M

Mail Processing Employee Impacts

The MPFR is projecting an annual mail processing savings between \$120,000 to \$160,000. The Johnstown MPFR identified a net reduction of 2 craft positions and 0 management position. Organization Design will determine the future Pittsburgh PA P&DC management staffing.

Net Craft Staffing Impacts - Both Sites											
Johnstown P&DC				Pittsburgh P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-15	-12	0	-27	13	0	0	13	-2	-12	0	-14

Net Management Impacts											
Johnstown P&DC				Pittsburgh P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
0	-2	0	-2	0	0	0	0	0	-2	0	-2

Maintenance

The MPFR is projecting an annual maintenance savings between \$900,000 to \$1,200,000 due to supporting different equipment sets. The MPFR identified a net reduction of 12 craft positions and 2 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 \$190,000 to \$250,000 due to modifying and eliminating existing HCR 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 Johnstown made available due to the transfer of operations to Pittsburgh would be evaluated for future utilization.

Conclusion

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

The Johnstown PA P&DC to Pittsburgh PA P&DC MPFR projects an annual savings between \$1.4M and \$1.8M with no proposed one-time costs.

This go-forward plan for the Johnstown 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



155, 157-159, 166, 168 Johnstown

150-154, 156, 160-165, 260, 265, 439 Pittsburgh

Craft Complement

Career Impacts by Craft - Johnstown 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
-13	7	-6	-2	2	0	-12	0	-18

This is only the impact to the Johnstown facility

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

Net Craft Staffing Impacts - Both Sites											
Johnstown P&DC				Pittsburgh P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-15	-12	0	-27	13	0	0	13	-2	-12	0	-14

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.	-2
F3A Logistics	0
F3B Maint.	-12
Total	-14

Management Complement

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

This is only the impact to the Johnstown facility

Net Management Impacts											
Johnstown P&DC				Pittsburgh P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
0	-2	0	-2	0	0	0	0	0	-2	0	-2

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	\$0
F3A Logistics	0	\$0
F3B Maint.		
Total		
Estimated Savings Range		\$180K - \$240K

Function Hourly Rate
F1

OM to Payroll Staffing Condition Report

Run Date: 1/12/2024

SAP Organizational Management Data		Payroll Form 50 Data				
Occupation Series/Code	Title	Total Authorized	On Rolls Count	Variance On Rolls - Authorized	Func	LDC
	JOHNSTOWN PA P&DC-INS					
23020038	PLANT MANAGER	1	1	0	8	80
23150087	MGR DISTRIBUTION OPERATIONS (SDA)	3	3	0	1	10
16407040	MGR MAINTENANCE	1	1	0	3B	35
23150106	PROCESSING SUPPORT SPECIALIST	2	2	0	0	8
23150066	SUPV DISTRIBUTION OPERATIONS	2	2	0	1	10
23550010	SUPV MAINTENANCE OPERATIONS	2	2	0	3B	35
23550022	SUPV MAINTENANCE SUPPORT	1	1	0	3B	35
Cost Center	Total	12	12	0		

Service Standard Impacts

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

There will be an expected 600 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
GAL	0	0
FCM	228	0
PER	192	0
MKT	90	0
PKG	90	0
GAH	0	0
Total	600	0

Customer Service Analysis

Transfer From Facility: Johnstown PA P&DC-INSHD

Current 3-Digit ZIP Code(s): 155, 157-159, 166, 168
 Data Extraction Date: 01/11/24

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: 155		3-Digit ZIP Code: 157		3-Digit ZIP Code: 158		3-Digit ZIP Code: 159	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
28	75	44	125	36	76	29	88
52	11	105	24	54	21	93	60
10	3	10	8	14	4	32	7
90	89	159	157	104	101	154	155

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: 166		3-Digit ZIP Code: 168	
Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
78	168	49	137
129	46	122	43
10	1	22	5
217	215	193	185

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

Pennsylvania 1 District

Quarter/FY	Percent
QTR2/FY23	30.4%
QTR3/FY23	28.7%
QTR4/FY23	28.7%
QTR1/FY24	33.9%

% Carriers returning after 1700

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

	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	9:00	12:00	9:00	12:00

6. Business (Bulk) Mail Acceptance Hours

	Current		Proposed	
	Start	End	Start	End
Monday	9:30	16:30	9:30	16:30
Tuesday	9:30	16:30	9:30	16:30
Wednesday	9:30	16:30	9:30	16:30
Thursday	9:30	16:30	9:30	16:30
Friday	9:30	16:30	9:30	16:30
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: Pittsburgh PA P&DC - Letters and Flats
 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

JOHNSTOWN PA P&DC-INSHD			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			38
Flats			16
Packages			2
Other			33
Grand Total			89

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			6,426	32
Flats			5,058	13
Packages			5,148	2
Other			397	27
Grand Total				74
Current On Rolls				95
Impact				(15)

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			7,362	6	8,467		5	(1)	\$ 99,041
Flats			4,085	3	4,698		3	-	\$ -
Packages			2,246	-	2,583		-	-	\$ -
Other			406	6	466		5	(1)	\$ 99,041
Grand Total				15			13	(2)	\$ 198,083

Estimated Savings Range	\$120K - \$160K
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Maintenance

Major MPE Equipment List		
Equipment	Current Count	Future Count
AFCS200	3	0
AFSM100/AFSM100	1	1
BCS	3	0
DBCS	5	4
DNCS	3	1
EBESFRBS	1	1
HDUMP	2	2
JCAFSM	1	0
LAN	1	1
LCREM	1	1
LMS	1	0
MSWYB	1	1
PARSPARS ABPARS	1	1
VIS	3	0

SITE	Current eWHEP Authorized					Grand Total
	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	
JOHNSTOWN PA P&DC-INSHD	4	23	1	9	1	38

SITE	Current Cost					Grand Total
	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	
JOHNSTOWN PA P&DC-INSHD	\$603,672	\$2,884,573	\$126,522	\$904,409	\$113,256	\$4,632,432

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$4,028,760
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$603,672
Total Annual Cost	\$4,632,432

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35	█	█	-3598	-2	-\$301,836
36	█	█	-21395	-12	-\$1,504,995
37	█	█	0	0	50
38	█	█	0	0	50
39	█	█	0	0	50
Grand Total	█	█	-24994	-14	-\$1,806,831

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, 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/cape/page2.htm>

SITE	Future					Grand Total
	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	
JOHNSTOWN PA P&DC-INSHD	2	11	1	9	1	24

SITE	Future Cost					Grand Total
	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	
JOHNSTOWN PA P&DC-INSHD	\$301,836	\$1,379,578	\$126,522	\$904,409	\$113,256	\$2,825,601

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$2,523,765
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$301,836
Total Annual Cost	\$2,825,601

Savings	
Maintenance Craft Work Hour Savings	\$1,504,995
Maintenance EAS Work Hour Savings	\$301,836
Total Annual Savings	\$1,806,831

Total Employee Reduction	-14
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Estimated Savings Range \$900K - \$1.2M

\$\$\$/FTE	(\$129,059.35)
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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

Route	Current Annual Mileage	Annual Mileage Change	RPM	Current Annual Cost	Proposed Annual Cost	Annual Cost Change
159N6 HCR						(\$164,416.07)
159N7 HCR						(\$150,694.84)
Grand Total						(\$315,110.91)

Estimated Savings Range	\$190K - \$250K
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0 Net Craft Impacts