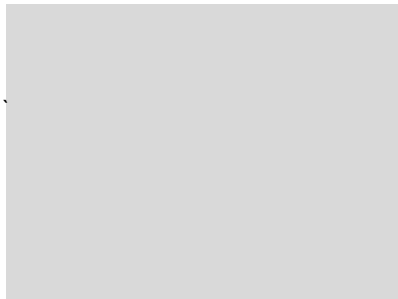


MPFR Data Entry Page

1. "Transfer From" Facility Information

Type of Distribution Consolidated: Originating
Facility Name & Type: Tallahassee P&DF
Street Address: 2800 S Adams Street
City: Tallahassee
State: FL
5D Facility ZIP Code: 32301
Retail & Delivery District: Florida 1
Retail & Delivery Area: Southern
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 316-317, 323, 398
Shape: Parcels
Miles to "Transfer To" Facility: 160
Processing Region: Eastern
Processing Division: Gulf Atlantic
Postmaster or Plant Manager: John Sellers III (A)
Sr. Division Director: Mark Dahlstrom



2. "Transfer To" Facility Information

Facility Name & Type: Jacksonville RPDC
Street Address: 7415 Commonwealth Avenue
City: Jacksonville
State: FL
5D Facility ZIP Code: 32099
Retail & Delivery District: Florida 1
Retail & Delivery Area: Southern
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 313-315, 320, 322, 326, 344
Shape: Parcels
Processing Region: Eastern
Processing Division: Gulf Atlantic
Plant Manager: Susan Tamayo (A)
Sr. Division Director: Mark Dahlstrom

3. Background Information

Start of Study: Oct-18-2023
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: 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: Tallahassee P&DF
Facility ZIP Code: 32301
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 316-317, 323, 398

Type of Distribution Consolidated: Originating

Transfer To Facility Name and Type: Jacksonville RPDC Parcels
Facility ZIP Code: 32099
Finance Number: [REDACTED]

Transfer To Facility Name and Type: _____
Facility ZIP Code: _____
Finance Number: _____

Current SCF ZIP Code(s): 313-315, 320, 322, 326, 344

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:

John Sellers III (A)

Printed Name

E-SIGNED by John.D Sellers
on 2023-12-19 17:07:19 GMT

Signature

Date

Sr. Division Director:

Mark Dahlstrom

Printed Name

E-SIGNED by MARK.D DAHLSTROM
on 2023-12-19 14:45:11 GMT

Signature

Date

TRANSFER TO FACILITY:

Plant Manager:

Susan Tamayo (A)

Printed Name

E-SIGNED by Susan.M Tamayo
on 2023-12-19 11:13:34 GMT

Signature

Date

Sr. Division Director:

Mark Dahlstrom

Printed Name

E-SIGNED by MARK.D DAHLSTROM
on 2023-12-19 14:45:13 GMT

Signature

Date

REGION:

Regional Vice President:

Todd Hawkins

Printed Name

E-SIGNED by Todd.S Hawkins
on 2024-01-08 22:18:15 GMT

Signature

Date

HEADQUARTERS:

Vice President, Proc & Maint Ops:

Dane A Coleman

Printed Name

E-SIGNED by DANE.A COLEMAN
on 2024-01-11 13:42:42 GMT

Signature

Date

Comments: _____

Executive Summary

Transfer From Facility Name and Type: Tallahassee P&DF
Street Address: 2800 S Adams Street
City, State: Tallahassee , FL
Current 3D ZIP Code(s): 316-317, 323, 398
Type of Distribution to Consolidate: Originating

Transfer To Facility Name and Type: Jacksonville RPDC
Transfer To Facility Name and Type: 0
Current 3D ZIP Code(s): 313-315, 320, 322, 326, 344

Miles between facilities: 160
Miles between facilities: 0

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>\$4.7M - \$6.2M</u>	From Logistics Tab
Maintenance Savings =	<u>\$0</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
Total Annual Savings =	<u>\$4.9M - \$6.5M</u>	
Total One-Time Costs =	<u>\$0</u>	From One-Time Costs Tab
Total First Year Savings =	<u>\$4.9M - \$6.5M</u>	

Staffing Positions

Net Craft Position Loss =	<u>(4)</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 168 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

Summary Narrative

Background

The Tallahassee FL P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCFs 316-317, 323, 398. The Tallahassee facility is 128,667square feet. The Tallahassee facility is located 160 miles from the Jacksonville RPDC. The Mail Processing Facility Review (MPFR) proposal to move originating packages from Tallahassee FL P&DC to the Jacksonville FL RPDC was announced on 10/18/2023 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. The letter and flat mail operations are already moved to Jacksonville.

Facility Future

The Tallahassee 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 Tallahassee 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 168 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 \$4.9M to \$6.5M. There are no projected one-time costs associated with this MPFR.

Savings / Costs	
Mail Processing Craft Workhour Savings =	\$240K - \$320K
Management Workhour Savings =	\$0
Transportation Savings =	\$4.7M - \$6.2M
Maintenance Savings =	\$0
Space Savings =	\$0
Total Annual Savings =	\$4.9M - \$6.5M
Total One-Time Costs =	\$0
Total First Year Savings =	\$4.9M - \$6.5M

Mail Processing Employee Impacts

The Tallahassee MPFR identified a reduction of 4 craft positions and 0 management position.

Craft Staffing Net Impacts											
LPC Impacts	F1	Maint	Total	RPDC Impacts	F1	Maint	Total	Net Impacts	Net F1	Net Maint	Net Total
Tallahassee	-29	0	-29	Jacksonville	25	0	25	Both	-4	0	-4

Management Staffing Impacts											
LPC Impacts	F1	Maint	Total	RPDC Impacts	F1	Maint	Total	Net Impacts	Net F1	Net Maint	Net Total
Tallahassee	-1	0	-1	Jacksonville	1	0	1	Both	0	0	0

Maintenance

The MPFR is not projecting any savings if this MPFR is approved as there is no change in MPE at either site. Maintenance staffing packages will be performed after implementation of this MPFR to determine actual impacts.

Transportation

The MPFR shows an annual savings between \$4.7M and 6.2M 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 Tallahassee made available due to the transfer of operations to Jacksonville would be evaluated for future utilization.

Conclusion

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

The Tallahassee FL P&DC to Jacksonville FL RPDC MPFR projects an annual savings between \$4.9M and \$6.5M with no proposed one-time costs.

This go-forward plan for the Tallahassee 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



316-317, 323, 398 Tallahassee

313-315, 320, 322, 326, 344 Jacksonville

Craft Complement

Hourly Rate

Net Complement Impacts

F1 Mail Processing	4
F3A Logistics	0
F3B Maintenance	0
Total	4

Craft Staffing Net Impacts											
LPC Impacts	F1	Maint	Total	RPDC Impacts	F1	Maint	Total	Net Impacts	Net F1	Net Maint	Net Total
Tallahassee	-29	0	-29	Jacksonville	25	0	25	Both	-4	0	-4

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
-12	-17	16	14	0	-3	0	-3

Service Standard Impacts

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

There will be an expected 168 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
GAL	84	
FCM		
PER		
MKT		
PKG		
GAH	84	

Customer Service Analysis

Transfer From Facility: Tallahassee P&DF

Current 3-Digit ZIP Code(s): 316-317, 323, 398
 Data Extraction Date: 10/20/23

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: 316		3-Digit ZIP Code: 317		3-Digit ZIP Code: 323		3-Digit ZIP Code: 398	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
20	58	24	121	66	138	17	53
37	15	91	33	166	52	38	13
15	1	33	4	46	7	10	3
72	74	148	158	278	197	65	69

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

% Carriers returning after 1700

Quarter/FY	Percent
QTR4/FY22	55.5%
QTR1/FY23	58.5%
QTR2/FY23	46.9%
QTR4/FY23	

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

	Current		Proposed	
	Start	End	Start	End
Monday	8:30am	6pm	8:30am	6pm
Tuesday	8:30am	6pm	8:30am	6pm
Wednesday	8:30am	6pm	8:30am	6pm
Thursday	8:30am	6pm	8:30am	6pm
Friday	8:30am	6pm	8:30am	6pm
Saturday	9am	4pm	9am	4pm

6. Business (Bulk) Mail Acceptance Hours

	Current		Proposed	
	Start	End	Start	End
Monday	11am	5pm	11am	5pm
Tuesday	11am	5pm	11am	5pm
Wednesday	11am	5pm	11am	5pm
Thursday	11am	5pm	11am	5pm
Friday	11am	5pm	11am	5pm
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: Jacksonville RPDC - Parcels

Transfer To Facility: -

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

TALLAHASSE FL P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			61
Flats			24
Packages			35
Other			54
Grand Total			174

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			5,640	61
Flats			4,128	24
Packages			3,929	13
Other			1,631	47
Grand Total				145

Current On Rolls 198
Impact (29)

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			-	-	-		-	-	\$ -
Flats			-	-	-		-	-	\$ -
Packages			1,563	22	1,798		19	(3)	\$ 297,124
Other			941	7	1,082		6	(1)	\$ 99,041
Grand Total				29			25	(4)	\$ 396,165

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

Major MPE Equipment List		
Equipment	Current Count	Future Count
AFCS200	0	0
AFSM100AFSM100	1	1
AUAFSM	1	1
APSS	1	1
ASD_DA	2	2
BDS	0	0
DPCS	8	8
DIOSS	2	2
DPRCRULL	0	0
EAA	0	0
FRESFRES	1	1
UCAFSM	1	0
LAN	1	1
LCREM	1	1
LCTSLCTSLCTS	1	1
LMS	1	1
MSWYB	6	6
PRS	1	1
SQUS/SIPS	3	0

Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
TALLAHASSEE FL P&DC	5	28	3	17	2	55

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
TALLAHASSEE FL P&DC	\$754,591	\$3,511,654	\$379,565	\$1,708,328	\$226,512	\$6,580,650

Total Maintenance Craft x 1783 Hrs x LDC Labor Rate	\$5,826,059
Total Maintenance EAS x 1799 Hrs x LDC Labor Rate	\$754,591
Total Annual Cost	\$6,580,650

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			0	0	\$0
36			0	0	\$0
37			0	0	\$0
38			0	0	\$0
39			0	0	\$0
Grand Total			0	0	\$0

Future						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
TALLAHASSEE FL P&DC	5	28	3	17	2	55

Future Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
TALLAHASSEE FL P&DC	\$754,591	\$3,511,654	\$379,565	\$1,708,328	\$226,512	\$6,580,650

Total Maintenance Craft x 1783 Hrs x LDC Labor Rate	\$5,826,059
Total Maintenance EAS x 1799 Hrs x LDC Labor Rate	\$754,591
Total Annual Cost	\$6,580,650

Savings	
Maintenance Craft Work Hour Savings	\$0
Maintenance EAS Work Hour Savings	\$0
Total Annual Savings	\$0

Total Employee Reduction	0
---------------------------------	----------

No Savings as no MPE reduction

SSS/FTE	#DIV/0!
---------	---------

Note: Calculation include projected Operational Maintenance hours, 2A - Miscellaneous Equipment hours, 2C - Additional Requirements hours, and LDC 36 FMO 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/cape/page2.htm>

LDC Code	Work Hour Rate
35	
36	
37	
38	
39	

Logistics

Route	rent Annual Mileau	al Mileage Char	RPM	urrent Annual C	omposed Annual C	nnual Cost Change
310A5 HCR						(\$279,011.35)
320M8 HCR						(\$387,304.42)
321U2 HCR						(\$199,306.05)
323KE HCR						(\$531,876.28)
323LE HCR						(\$510,160.71)
330CE HCR						(\$595,515.82)
335UE HCR						(\$321,438.84)
360M0 HCR						(\$389,901.98)
365J8 HCR						(\$740,848.50)
365L9 HCR						(\$608,978.96)
381FE HCR						(\$481,287.04)
460DE HCR						(\$532,063.56)
60815 HCR						(\$866,013.73)
707AJ HCR						(\$592,106.21)
753EE HCR						(\$764,315.30)
Grand Total						(\$7,800,128.75)

\$4.7M - \$6.2M