

# MPFR Data Entry Page

## 1. "Transfer From" Facility Information

**Type of Distribution Consolidated:** Originating  
**Facility Name & Type:** Fort Wayne IN P&DC  
**Street Address:** 1501 S Clinton St  
**City:** Fort Wayne  
**State:** IN  
**5D Facility ZIP Code:** 46802  
**Retail & Delivery District:** Indiana  
**Retail & Delivery Area:** Central  
**Finance Number:** [REDACTED]  
**Current 3D ZIP Code(s):** 465-468  
**Miles to "Transfer To" Facility:** 124  
**Processing Region:** Eastern  
**Processing Division:** Westshores  
**Postmaster or Plant Manager:** Brian Lesage/A  
**Sr. Division Director:** Frank Veal

## 2. "Transfer To" Facility Information

**Facility Name & Type:** Indianapolis IN RPDC  
**Street Address:** 5505 Brookville Rd  
**City:** Indianapolis  
**State:** Indiana  
**5D Facility ZIP Code:** 46219  
**Retail & Delivery District:** Indiana  
**Retail & Delivery Area:** Central  
**Finance Number:** [REDACTED]  
**Current 3D ZIP Code(s):** 460-462, 469, 472-474, 478-479  
**Processing Region:** Eastern  
**Processing Division:** Westshores  
**Plant Manager:** David Riley  
**Sr. Division Director:** Frank Veal

## 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:** 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: Fort Wayne IN P&DC  
Facility ZIP Code: 46802  
Finance Number: [REDACTED]  
Current SCF ZIP Code(s): 465-468  
Type of Distribution Consolidated: Originating  
Transfer To Facility Name and Type: Indianapolis IN RPDC  
Facility ZIP Code: 46219  
Finance Number: [REDACTED]  
Current SCF ZIP Code(s): [REDACTED]

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:**

<b>Brian Lesage/A</b> Printed Name	E-SIGNED by Brian.J Lesage on 2024-01-03 22:41:08 GMT Signature	Date
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**Sr. Division Director:**

<b>Frank Veal</b> Printed Name	E-SIGNED by Frank Veal on 2023-12-29 20:33:32 GMT Signature	Date
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**TRANSFER TO FACILITY:**

**Plant Manager:**

<b>David Riley</b> Printed Name	E-SIGNED by David.L Riley on 2024-01-03 20:52:50 GMT Signature	Date
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**Sr. Division Director:**

<b>Frank Veal</b> Printed Name	E-SIGNED by Frank Veal on 2023-12-29 20:33:35 GMT Signature	Date
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**REGION:**

**Regional Vice President:**

<b>Todd Hawkins</b> Printed Name	E-SIGNED by Todd.S Hawkins on 2024-02-21 14:43:10 EST Signature	Date
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**HEADQUARTERS:**

**Vice President, Proc & Maint Ops:**

<b>Dane A. Coleman</b> Printed Name	E-SIGNED by DANE.A COLEMAN on 2024-02-29 18:24:13 EST Signature	Date
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Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

# Executive Summary

**Transfer From Facility Name and Type:** Fort Wayne IN P&DC

**Street Address:** 1501 S Clinton St

**City, State:** Fort Wayne, IN

**Current 3D ZIP Code(s):** 465-468

**Type of Distribution to Consolidate:** Originating

**Miles between facilities:** 124

**Transfer To Facility Name and Type:** Indianapolis IN RPDC

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

## Summary of MPFR Analysis

### Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$300K - \$400K</u>	From Processing Tab
Management Workhour Savings =	<u>\$0</u>	From Management Complement Tab
Transportation Savings =	<u>\$1.7M - \$2.3M</u>	From Logistics Tab
Maintenance Savings =	<u>\$600K - \$800K</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
<b>Total Annual Savings =</b>	<b><u>\$2.6M - \$3.5M</u></b>	
<b>Total One-Time Costs =</b>	<b><u>\$0</u></b>	From One-Time Costs Tab
<b>Total First Year Savings =</b>	<b><u>\$2.6M - \$3.5M</u></b>	

### 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 592 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

# Summary Narrative

## Background

The Fort Wayne IN P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCF 465-468. The Fort Wayne IN facility is 116,504 square feet. The Fort Wayne IN facility is located 123 miles from the newly built Indianapolis Regional Processing and Distribution Center (RPDC), approximately 2 hours via interstate highway. The Mail Processing Facility Review (MPFR) proposal to move originating mail from Fort Wayne IN P&DC to Indianapolis IN RPDC 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 Fort Wayne IN 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 Fort Wayne IN facility would not change due to the MPFR implementation. A local postmark is still available at the retail service counter. The co-located Post Office is the nearest retail services location with services expected to remain unchanged.

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 592 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 \$2,600,000 to \$3,500,000.

Savings / Costs	
Mail Processing Craft Workhour Savings =	\$300K - \$400K
Management Workhour Savings =	\$0
Transportation Savings =	\$1.7M - \$2.3M
Maintenance Savings =	\$600K - \$800K
Space Savings =	\$0
<b>Total Annual Savings =</b>	<b>\$2.6M - \$3.5M</b>
<b>Total One-Time Costs =</b>	<b>\$0</b>
<b>Total First Year Savings =</b>	<b>\$2.6M - \$3.5M</b>

## Mail Processing Employee Impacts

The Fort Wayne IN P&DC MPFR identified a net reduction of 5 craft positions.

Net Craft Staffing Impacts - Both Sites											
Fort Wayne P&DC				Indianapolis RPDC				Net Impacts			
Processing	Maint	Logistics	Total	Processing	Maint	Logistics	Total	Net Proc.	Net Maint	Net Logistics	Net Total
-41	8	0	-49	36	0	0	36	-5	8	0	-13

Net Management Impacts											
Fort Wayne P&DC				Indianapolis RPDC				Net Impacts			
Processing	Maint	Logistics	Total	Processing	Maint	Logistics	Total	Net Proc	Net Maint	Logistics	Net Total
-1	0	0	-1	1	0	0	1	0	0	0	0

## Maintenance

The MPFR is projecting an annual maintenance savings between \$600,000 to \$800,000 due to supporting different equipment sets. The MPFR identified a reduction of 8 craft positions.

## Transportation

The MPFR shows an annual savings between \$1,700,000 to \$2,300,000 due to modifying and eliminating existing HCR service, as well as adding PVS transportation of originating mail to and from Fort Wayne IN P&DC and Indianapolis IN RPDC. The MPFR has identified no staffing impacts [at this time](#).

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

There is no proposed one-time cost due to equipment relocation costs for this MPFR. Any space in Fort Wayne IN P&DC made available due to the transfer of operations to the Indianapolis RPDC would be evaluated for future utilization.

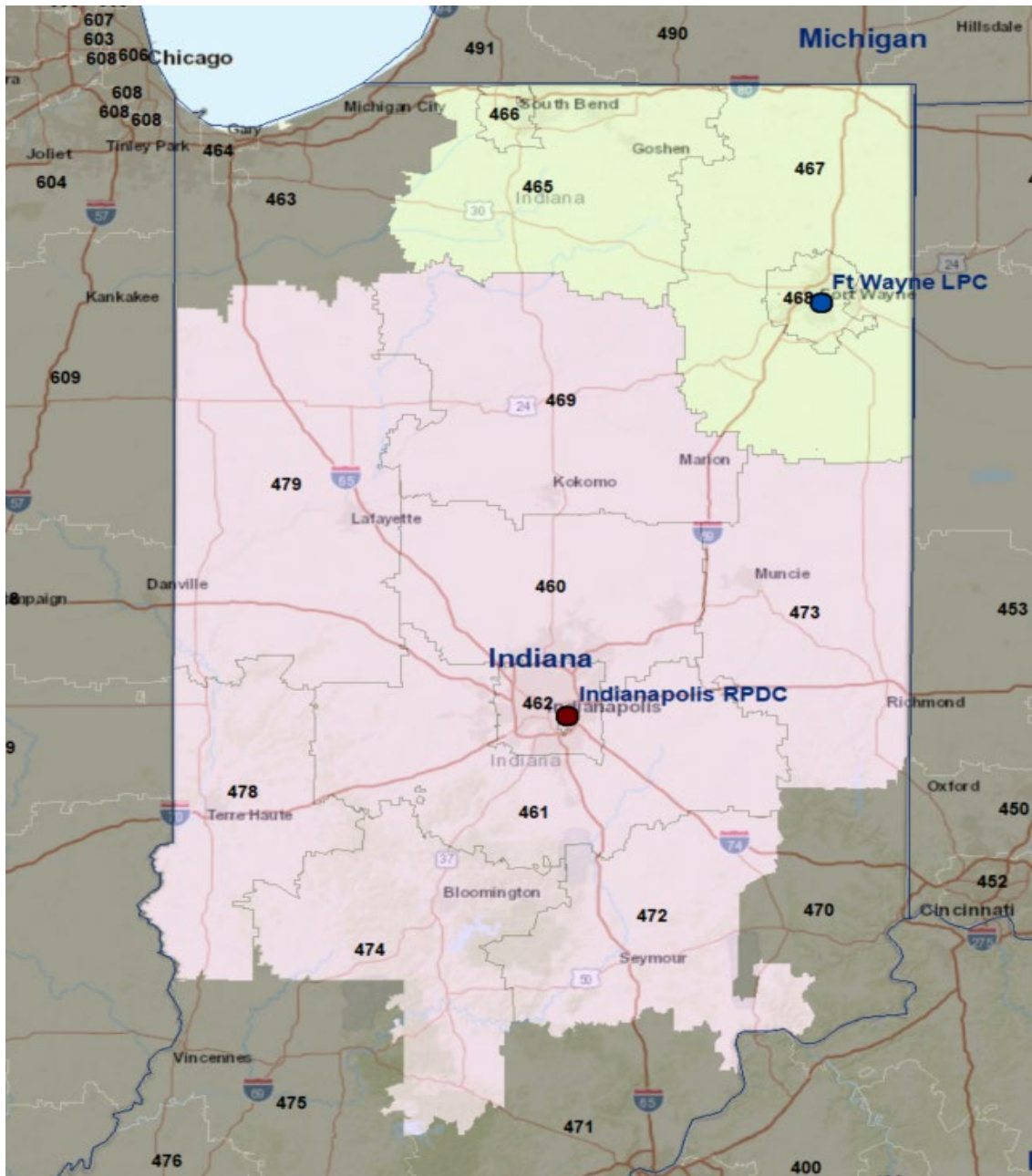
## **Conclusion**

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

The Fort Wayne IN P&DC to Indianapolis IN RPDC MPFR projects an annual savings is between \$1,700,000 to \$2,300,000 with no proposed one-time costs.

This go-forward plan for the Fort Wayne IN 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



**465-468 Ft Wayne**

**460-462, 469, 472-474, 478-479 Indianapolis**

## Craft Complement

### Career Impacts by Craft - Fort Wayne 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)	Maint Impact	Logistics Impact	All Craft Impacts
-22	6	<u>-16</u>	-19	8	<u>-11</u>	<u>-8</u>	<u>0</u>	<b>-35</b>

This is only the impact to the Fort Wayne facility

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

### Net Craft Staffing Impacts - Both Sites

Fort Wayne P&DC				Indianapolis RPDC				Net Impacts			
Processing	Maint	Logistics	Total	Processing	Maint	Logistics	Total	Net Proc.	Net Maint	Net Logistics	Net Total
-41	-8	0	<b>-49</b>	36	0	0	<b>36</b>	-5	-8	0	<b>-13</b>

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 MPFR Impacts	
F1 Mail Proc.	-5
F3A Logistics	0
F3B Maint.	-8
<b>Total</b>	<b>-13</b>



**Management Complement**

<b>Management Impacts - Fort Wayne Only</b>			
<b>Fort Wayne P&amp;DC</b>			
Processing	Maintenance	Logistics	Total
-1	0	0	-1

This is only the impact to the Fort Wayne facility

<b>Net Management Impacts</b>											
<b>Fort Wayne P&amp;DC</b>				<b>Indianapolis RPDC</b>				<b>Net Impacts</b>			
Processing	Maint	Logistics	Total	Processing	Maint	Logistics	Total	Net Proc	Net Maint	Logistics	Net Total
-1	0	0	-1	1	0	0	1	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**

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

OM to Payroll Staffing Condition Report  
 Run Date: 10/27/23

SAP Organizational Management Data			Payroll Form 50 Data			
Occupation Series/Code	Title	Total Authorized	On Rolls Count	Variance On Rolls - Authorized	Func	LDC
172920	FT WAYNE IN P&DC					
23020038	PLANT MANAGER	1	1	0	8	80
23150067	MGR DISTRIBUTION OPERATIONS	3	3	0	1	10
16407040	MGR MAINTENANCE	1	1	0	3B	35
23150106	PROCESSING SUPPORT SPECIALIST	2	2	0	0	3
23150066	SUPV DISTRIBUTION OPERATIONS	3	3	0	1	10
23550010	SUPV MAINTENANCE OPERATIONS	2	2	0	3B	35
23550022	SUPV MAINTENANCE SUPPORT	1	1	0	3B	35
Cost Center	Total	13	13	0		

## Service Standard Impacts

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

There will be an expected 592 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
GAL	96	0
FCM	200	0
MKT	0	0
PER	200	0
PKG	0	0
GAH	96	0
<b>Total</b>	<b>592</b>	<b>0</b>

# MPE Inventory

Transfer From Facility: Fort Wayne IN P&DC

Transfer To Facility: Indianapolis IN RPDC

Data Extraction Date: 10/26/23

Equipment Type	(1) Current Number	(2) Proposed Number	(3) Difference
ADUS	1	1	0
AFCS	2	0	(2)
AFCS 200			0
AFSM100	1	1	0
APBS			0
APPS			0
CIOSS			0
DBCS	8	8	0
DIOSS	2	2	0
HOPS			0
HSTS			0
HSUS			0
LCREM	1	1	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	(7) Excess Equipment	(8) Relocation Costs
ADUS			0	0	
AFCS			0	2	
AFCS 200	7	7	0	0	
AFSM100	4	4	0	0	
APBS			0	0	
APPS			0	0	
CIOSS	4	4	0	0	
DBCS	35	35	0	0	
DIOSS	4	4	0	0	
HOPS			0	0	
HSTS			0	0	
HSUS			0	0	
LCREM	1	1	0	0	
LCTS	4	4	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: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## Customer Service Analysis

Transfer From Facility: Fort Wayne IN P&DC

3-Digit ZIP Code: 465-468

Data Extraction Date: 10/27/23

**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: 465		3-Digit ZIP Code: 466		3-Digit ZIP Code: 467		3-Digit ZIP Code: 468	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
55	121	14	15	34	149	17	33
91	36	39	22	141	32	54	31
20	1	13	9	25	11	33	0
166	158	66	46	200	192	104	64

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
QTR1/FY23	41.5%
QTR2/FY23	34.2%
QTR3/FY23	36.0%
QTR4/FY23	35.1%

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

	Current		Proposed	
	Start	End	Start	End
Monday	7:30	18:00	7:30	18:00
Tuesday	7:30	18:00	7:30	18:00
Wednesday	7:30	18:00	7:30	18:00
Thursday	7:30	18:00	7:30	18:00
Friday	7:30	18:00	7:30	18:00
Saturday	9:00	14:00	9:00	14:00

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

	Current		Proposed	
	Start	End	Start	End
Monday	9:00	17:15	9:00	17:15
Tuesday	9:00	17:15	9:00	17:15
Wednesday	9:00	17:15	9:00	17:15
Thursday	9:00	17:15	9:00	17:15
Friday	9:00	17:15	9:00	17:15
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: Indianapolis IN RPDC

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

# Processing

FT WAYNE IN P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			44
Flats			17
Packages			27
Other			37
<b>Grand Total</b>			<b>125</b>

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			9,256	31
Flats			6,968	12
Packages			5,546	15
Other			5,052	26
<b>Grand Total</b>				<b>84</b>

Current On Rolls 130  
 Impact (41)

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			6,661	13	7,660		12	(1)	\$ 99,041
Flats			7,711	5	8,867		4	(1)	\$ 99,041
Packages			6,482	12	7,454		10	(2)	\$ 198,083
Other			5,485	11	6,308		10	(1)	\$ 99,041
<b>Grand Total</b>				<b>41</b>			<b>36</b>	<b>(5)</b>	<b>\$ 495,206</b>

Estimated Savings Range

**\$300K - \$400K**

Major MPE Equipment List		
Equipment	Current Count	Future Count
ADUS	1	1
AFCSS200	2	0
AFCSS100AFCSS100	1	1
AJAFSM	1	1
BDS	3	0
DBCS	7	7
DIOS	2	0
FRESFRES	1	1
HDUMP	1	1
UCAFSM	1	0
LAN	1	1
LCREM	1	1
LMS	1	0
MSWYB	3	3
SDUS/SPS	1	1
VES	4	0

Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
FT WAYNE IN P&DC	4	22	3	15	1	45

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
FT WAYNE IN P&DC	\$603,672	\$2,759,157	\$379,565	\$1,507,348	\$113,256	\$5,362,999

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$4,759,326
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$603,672
<b>Total Annual Cost</b>	<b>\$5,362,999</b>

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			0	0	50
36			-14264	-8	-\$1,003,330
37			0	0	50
38			0	0	50
39			0	0	50
Grand Total			-14264	-8	-\$1,003,330

Future						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
FT WAYNE IN P&DC	4	14	3	15	1	37

Future Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
FT WAYNE IN P&DC	\$603,672	\$1,755,827	\$379,565	\$1,507,348	\$113,256	\$4,359,669

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$3,755,996
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$603,672
<b>Total Annual Cost</b>	<b>\$4,359,669</b>

Savings	
Maintenance Craft Work Hour Savings	\$1,003,330
Maintenance EAS Work Hour Savings	\$0
<b>Total Annual Savings</b>	<b>\$1,003,330</b>

Estimated Savings Range **\$600K - \$800K**

**Total Employee Reduction -8**

\$\$\$/FTE (\$125,416.22)

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/ospe/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
150N5 HCR						(\$17,913.44)
43028 HCR						(\$129,436.07)
440JE HCR						(\$385,135.05)
46012 HCR						(\$931,418.44)
46015 HCR						(\$175,147.60)
46056 HCR						(\$266,391.65)
467M7 HCR						(\$181,691.40)
467M8 HCR						(\$184,555.07)
467N1 HCR						(\$190,354.65)
467N2 HCR						(\$143,062.26)
467Y0 HCR						(\$237,402.27)
<b>Grand Total</b>						<b>(\$2,842,507.90)</b>

<b>Estimated Savings Range</b>	<b>\$1.7M - \$2.3M</b>
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0 Net Craft Impacts