

# ----- AMP Data Entry Page -----

## 1. Losing Facility Information

Type of Distribution to Consolidate: Orig & Dest Non-MODS/Non-BPI Office  
Facility Name & Type: Clovis Northwest Station  
Street Address: 1224 W 21st St  
City: Clovis  
State: NM  
5D Facility ZIP Code: 88101  
District: Arizona  
Area: Western  
Finance Number: 341765  
Current 3D ZIP Code(s): 881  
Miles to Gaining Facility: 103  
EXFC office: Yes  
Plant Manager: John Yeast  
Senior Plant Manager: Clyde Jones  
District Manager: Lawrence K James  
Facility Type after AMP: Post Office

## 2. Gaining Facility Information

Facility Name & Type: Lubbock TX P&DF  
Street Address: 1515 Crickets Ave  
City: Lubbock  
State: TX  
5D Facility ZIP Code: 79402  
District: Ft. Worth  
Area: Southwest  
Finance Number: 485397  
Current 3D ZIP Code(s): 793, 794  
EXFC office: Yes  
Plant Manager: Steve Olguin  
Senior Plant Manager: Larry Wagener  
District Manager: Pat Williams (A)

## 3. Background Information

Start of Study: 9/15/2011  
Date Range of Data: Jul-01-2010 : Jun-30-2011  
Processing Days per Year: 310  
Bargaining Unit Hours per Year: 1,745  
EAS Hours per Year: 1,822  
Date of HQ memo, DAR Factors/Cost of Borrowing/ **New**  
Facility Start-up Costs Update  
Date & Time this workbook was last saved:

June 16, 2011

2/16/2012 12:35

## 4. Other Information

Area Vice President: Sylvester Black and Jo Ann Feindt  
Vice President, Network Operations: David E. Williams  
Area AMP Coordinator: Steve Murray and Steve Jackson  
HQ AMP Coordinator: Todd Katkow

rev 10/10/2011

# Approval Signatures

Lossing Facility Name and Type

Street Address

City

State

Facility ID Number

Facility Name

Facility Address

Facility City

Facility State

Facility ID Number

CLOUIS CSMPC

Typical/Standard Facility Name

LUBBOCK PDF

Gaining Facility Name and Type

Street Address

City

State

Facility ID Number

Postmaster or Plant Manager

Senior Plant Manager

Lossing Manager

Plant Manager

Senior Plant Manager

District Manager

Area Vice President

*[Signature]*  
For Larry Jones

11/18/11

11/18/11

*[Signature]*

11-17-11

*[Signature]*

11-17-11

*[Signature]*

11-17-11

for: *[Signature]*

2/17/12

Approved ☒ Disapproved ☐

Vice President Network Operations:  
David E. Williams

*[Signature]*

2/20/12

# Executive Summary

Last Saved: February 16, 2012

**Losing Facility Name and Type:** Clovis Northwest Station

**Street Address:** 1224 W 21st St

**City, State:** Clovis, NM

**Current 3D ZIP Code(s):** 881

**Type of Distribution to Consolidate:** Orig & Dest

**Miles to Gaining Facility:** 103

**Gaining Facility Name and Type:** Lubbock TX P&DF

**Current 3D ZIP Code(s):** 793, 794

## Summary of AMP Worksheets

### Savings/Costs

Mail Processing Craft Workhour Savings =	<b>\$291,055</b>	from Workhour Costs - Proposed
Non-MP Craft/EAS + Shared LDCs Workhour Savings (less Maint/Trans) =	<b>\$0</b>	from Other Curr vs Prop
PCES/EAS Supervisory Workhour Savings =	<b>\$111,088</b>	from Other Curr vs Prop
Transportation Savings =	<b>\$454,691</b>	from Transportation (HCR and PVS)
Maintenance Savings =	<b>\$104</b>	from Maintenance
Space Savings =	<b>\$0</b>	from Space Evaluation and Other Costs
<b>Total Annual Savings =</b>	<b>\$856,938</b>	
<b>Total One-Time Costs =</b>	<b>\$8,060</b>	from Space Evaluation and Other Costs
<b>Total First Year Savings =</b>	<b>\$848,878</b>	

### Staffing Positions

Craft Position Loss =	<b>3</b>	from Staffing - Craft
PCES/EAS Position Loss =	<b>0</b>	from Staffing - PCES/EAS

### Volume

Total FHP to be Transferred (Average Daily Volume) =	<b>0</b>	from Workhour Costs - Current
Current FHP at Gaining Facility (Average Daily Volume) =	<b>1,042,982</b>	from Workhour Costs - Current
Losing Facility Cancellation Volume (Average Daily Volume) =		(= Total TPH / Operating Days)

### Service

#### Service Standard Impacts by ADV

First-Class Mail®
Priority Mail®
Package Services
Periodicals
Standard Mail

UPGRADED	DOWNGRADED	Unchanged + Upgrades	Unchanged + Upgrades
ADV	ADV	ADV	%
0	0	0	#DIV/0!
0	0	0	#DIV/0!
0	0	0	#DIV/0!
N/A*	N/A*	N/A*	N/A*
N/A*	N/A*	N/A*	N/A*

Code to destination 3-digit ZIP Code volume is not available

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# Summary Narrative

Last Saved: February 16, 2012

**Losing Facility Name and Type:** Clovis Northwest Station

**Current 3D ZIP Code(s):** 881

**Type of Distribution to Consolidate:** Orig & Dest

**Gaining Facility Name and Type:** Lubbock TX P&DF

**Current 3D ZIP Code(s):** 793, 794

## **Background:**

Clovis, NM PO is a USPS-leased facility that processes originating and destinating mail for SCF 881. It is located approximately 103 miles from the Lubbock, TX P&DF, which processes SCF 793 and 794.

This study was conducted to determine the feasibility of relocating the originating and destinating mail processing operation from Clovis to Lubbock, every day Monday through Sunday. This model is based on the proposed service standard change. Any change in operating assumptions will require this model to be revised.

## **Financial Summary:**

The annual baseline date for this AMP feasibility study is taken from the period of July 1, 2010 – June 30, 2011. Financial savings proposed for the consolidation of originating and destinating mail volumes from the Clovis, NM PO into the Lubbock, TX P&DF are:

Total First Year Savings	\$848,878
Total Annual Savings	\$856,938

One DIOSS is expected be added in Lubbock. The total cost of equipment moves is estimated at \$8,060.

## **Customer and Service Impacts:**

Retail and business mail acceptance services currently provided the Clovis PO will still be provided if the AMP is implemented. The existing facility will still be in use as a post office and hub for consolidation of mail. Local collection box pick up times will remain the same and a local postmark will continue to be available at retail service locations.

Specific service standard changes associated with this Area Mail Processing consolidation are contingent upon the resolution of both (a) the rulemaking in which current market dominant product service standards in 39 CFR Part 121 are being evaluated, and (b) all remaining AMP consolidation proposals that are part of the same network rationalization initiative. A complete file reflecting any new service standards will be published at [www.usps.com](http://www.usps.com) once all of the related AMP decisions that provide the foundation for new service standards are made. Priority and Express Mail service standards will be based upon the capability of the network.

## **Transportation Changes:**

The Lubbock P&DF is located 102 miles and two hours four minutes travel time from the Clovis Northwest Station. The Clovis Northwest Station, located at 1224 W. 21<sup>st</sup> Street, Clovis, NM 88101-9998 will serve as a Hub for the Clovis area. This facility which was has dock doors and should serve adequately as the Clovis Transfer Hub

rev 06/10/2009

## Summary Narrative *(continued)*

Summary Narrative Page 2

**Collection mail** for the other 881 associate offices will be dropped at the Clovis Hub on existing HCR transportation. The truck arrival profile into Clovis by the half-hour is shown below:

Number of Collection Trips Arriving in Half-Hour Intervals	Between the Times of:		No of Trips
	1500	- 1529	
	1530	- 1559	
	1600	- 1629	1
	1630	- 1659	1
	1700	- 1729	2
	1730	- 1759	
	1800	- 1829	1
	1830	- 1859	
	1900	- 1929	

The following dispatches will take collection mail from the Clovis Hub to the Lubbock P&DF:

<u>LV Clovis</u>	<u>Arrive Lubbock P&amp;DF</u>
1715	2030
1815	2130

**DPS and processed mail** will be dispatched from the Lubbock P&DF to the Clovis Hub HCR trips as shown below (actual times will be based on processing):

<u>LV Lubbock</u>	<u>Arrive Clovis</u>
0100	0215
0300	0415

Mail for the 9 Associate Offices will be dispatched from Clovis in the following half-hour intervals on existing highway contract transportation.

Number of Associate Office Dispatches Departing in Half-Hour Intervals	Between the Times of:		No of Trips
	0400	- 0429	1
	0430	- 0459	
	0500	- 0529	
	0530	- 0559	1
	0600	- 0629	1
	0630	- 0659	
	0700	- 0729	1
	0730	- 0759	3

## Summary Narrative *(continued)*

Summary Narrative Page 3

The Clovis facility currently does not utilize PVS transportation so there should be no additions in PVS expense.

NDC mail for Clovis was transported from the Denver NDC via Albuquerque P&DC on HCR 87010. The AMP will result in a change in processing from the Dallas NDC to Lubbock P&DF for processing. No additional NDC trips to Lubbock are projected based on past volumes for the 881/882.

Clovis mail for FedEx will be dispatched out of Lubbock

Currently the Express Mail Service Standard from Clovis 881 to 794 Lubbock is ND by AM and PM. 793/794 to Clovis is ND by PM. No trip is needed for express mail from Lubbock to Clovis in the a.m. for the inbound LBB FedEx flight. Trips 5 and 6 have been added to HCR 88111 for NM express mail. This trip will arrive in Vaughn, NM at 1955 and the mail will be cross docked to HCR 87010, Trip 4 which departs for Albuquerque at 22:50. The frequency for these trips will be a K7 and it will be an increase in mileage of 71,525.

Transportation between Lubbock and Clovis will have to be added. HCR 88111 currently runs between the two facilities with a stop at Tatum NM on Trip 1 and Plains TX on Trip 2. Both stops would be eliminated as both are currently meeting Trips 1 and 2 on HCR 88213 to swap 2 day mail between Clovis, Roswell, Midland and Lubbock. A 24 bobtail could be added to HCR 88111 for a total of 2-24' straight body trucks to cover trips between Lubbock and Clovis. 2-300 cube pickup trucks would be removed from HCR 88111. The estimated annual cost for adding the 24' vehicle and removing the 2 pickup trucks would be around \$5,000.00.

There are 3 HCR contracts that dispatch mail between Clovis and Portales:

HCR 88212 utilizes 1-24 foot bobtail at a rate of \$1.66 per mile. HCR 88212 is currently utilized for transporting collection mail from Clovis and Portales to Roswell NM for processing.

HCR 881A1 utilizes 1-16 foot bobtail at \$2.79 rate of per mile. HCR 881A1 is currently utilized for transporting processed mail from Clovis to Portales and collection mail from Portales to Clovis.

HCR 87010 transports mail from Albuquerque to Clovis on Trips 1 (01:35) and 3 (04:45) and to Portales on Trip 1 (06:30). 87010 also transports mail from Portales on Trip 2 (17:15) and Clovis on Trips 2 (18:05) and 4 (20:00) back to Albuquerque.

There are currently trips between Clovis and Portales on three different contracts, HCR's 87010, 881A1 and 88212. It is recommended that 881A1 be abolished and the trips to Clovis and Portales be removed from HCR 87010.

A transportation savings is projected with an estimated overall mileage reduction of 312,068 miles per year. This is calculated to result in an approximate annual savings of \$454,691.

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# Summary Narrative *(continued)*

Summary Narrative Page 4

## **Employee Impacts:**

In this feasibility study, 3 craft positions and no management positions will be impacted at Clovis. Thirteen craft employees are retirement eligible.

As a matter of policy, the Postal Service follows the Worker Adjustment and Retraining Notification Act's ("WARN") notification requirements when the number of employees experiencing an employment loss within the meaning of WARN would trigger WARN's requirements. Some or all of the impacted employees described above may not experience an employment loss within the meaning of WARN due to transfers or reassignments

## **Staffing Impacts:**

Although Clovis will no longer be processing mail, some employees will be needed to handle dock transfers in the morning and afternoon, which will include some separation and combining of collection mail from associate offices, stations, and branches. During the morning dispatch operation, mail such as outside parcels and sacks will need separating to the different HCR routes. Employees will be needed process unworked MTE and to fill customer and office MTE orders. The estimated hours needed for these operations are about 4,811 per year, or 2.75 FTE.

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# 24 Hour Clock

Last Saved: February 16, 2012

Losing Facility Name and Type: Clovis Northwest Station

Current 3D ZIP Code(s): 881

Type of Distribution to Consolidate: Orig & Dest

Gaining Facility Name and Type: Lubbock TX P&DF

Current 3D ZIP Code(s): 793, 794

## Clovis NM

### No Data Available

Weekly Trends Beginning Day	24 Hour Indicator Report			80%	100%	100%	100%	Millions	100%	100%	86.9%
			Facility	Cancelled by 2000 Data Source = EDW MCORS	OGP Cleared by 2300 Data Source = EDW EOR	OGS Cleared by 2400 Data Source = EDW EOR	MMP Cleared by 2400 Data Source = EDW EOR	MMP Volume On Hand at 2400 Data Source = EDW MCORS	Mail Assigned Commercial / FedEx By 0230 Data Source = EDW SASS	DPS 2nd Pass Cleared by 0700 Data Source = EDW EOR	Trips On-Time 0400 - 0900 Data Source = EDW TIMES
		%									
16-Apr	SAT	4/16	LUBBOCK P&DF	72.3%	97.8%	87.1%	95.4%	#VALUE!	99.4%	100.0%	84.3%
23-Apr	SAT	4/23	LUBBOCK P&DF	73.1%	99.2%	87.4%	96.0%	#VALUE!	100.0%	100.0%	83.7%
30-Apr	SAT	4/30	LUBBOCK P&DF	72.3%	99.3%	94.4%	95.9%	0.1	99.9%	100.0%	89.3%
7-May	SAT	5/7	LUBBOCK P&DF	68.1%	98.4%	100.0%	95.8%	#VALUE!	100.0%	100.0%	95.0%
14-May	SAT	5/14	LUBBOCK P&DF	75.1%	97.8%	100.0%	98.5%	#VALUE!	100.0%	100.0%	96.2%
21-May	SAT	5/21	LUBBOCK P&DF	80.0%	97.4%	98.2%	96.6%	#VALUE!	100.0%	100.0%	95.0%
28-May	SAT	5/28	LUBBOCK P&DF	75.3%	99.2%	100.0%	98.3%	0.0	100.0%	99.9%	94.5%
4-Jun	SAT	6/4	LUBBOCK P&DF	77.6%	95.9%	100.0%	98.8%	0.0	100.0%	99.9%	93.7%
11-Jun	SAT	6/11	LUBBOCK P&DF	79.8%	95.3%	100.0%	96.7%	#VALUE!	100.0%	100.0%	94.3%
18-Jun	SAT	6/18	LUBBOCK P&DF	94.4%	98.0%	100.0%	98.1%	#VALUE!	100.0%	100.0%	94.3%
25-Jun	SAT	6/25	LUBBOCK P&DF	73.0%	98.9%	100.0%	98.0%	#VALUE!	100.0%	100.0%	95.5%
2-Jul	SAT	7/2	LUBBOCK P&DF	78.0%	98.9%	100.0%	97.3%	0.0	100.0%	100.0%	93.8%
9-Jul	SAT	7/9	LUBBOCK P&DF	70.4%	93.6%	43.1%	88.6%	0.1	88.9%	100.0%	98.7%
16-Jul	SAT	7/16	LUBBOCK P&DF	85.6%	97.8%	100.0%	96.4%	#VALUE!	100.0%	100.0%	97.4%
23-Jul	SAT	7/23	LUBBOCK P&DF	73.2%	98.5%	100.0%	97.6%	#VALUE!	100.0%	100.0%	96.7%
30-Jul	SAT	7/30	LUBBOCK P&DF	79.6%	96.5%	100.0%	98.4%	0.0	100.0%	100.0%	98.0%
6-Aug	SAT	8/6	LUBBOCK P&DF	77.5%	98.5%	100.0%	98.1%	#VALUE!	100.0%	100.0%	98.7%
13-Aug	SAT	8/13	LUBBOCK P&DF	84.4%	98.2%	100.0%	98.6%	#VALUE!	100.0%	100.0%	98.7%
20-Aug	SAT	8/20	LUBBOCK P&DF	76.2%	98.7%	100.0%	98.9%	#VALUE!	100.0%	100.0%	88.2%
27-Aug	SAT	8/27	LUBBOCK P&DF	64.9%	94.1%	100.0%	98.2%	#VALUE!	100.0%	100.0%	98.7%
3-Sep	SAT	9/3	LUBBOCK P&DF	68.6%	94.7%	100.0%	98.0%	#VALUE!	100.0%	100.0%	96.9%

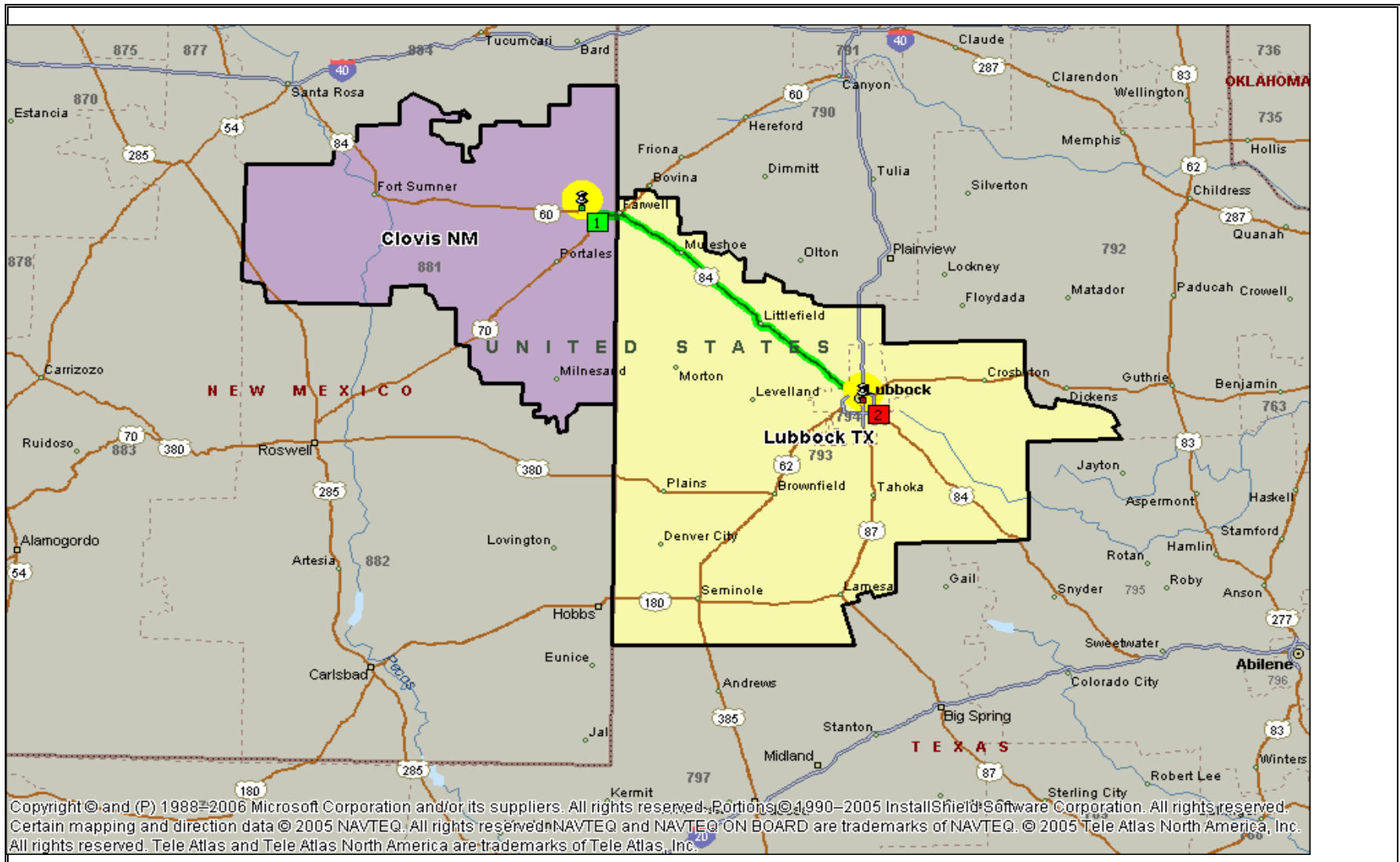


# MAP

Last Saved: February 16, 2012

**Losing Facility Name and Type:** Clovis Northwest Station  
**Current 3D ZIP Code(s):** 881  
**Miles to Gaining Facility:** 103

**Gaining Facility Name and Type:** Lubbock TX P&DF  
**Current 3D ZIP Code(s):** 793, 794



rev 03/20/2008

# Service Standard Impacts

Last Saved: February 16, 2012

**Losing Facility:** Clovis Northwest Station

**Losing Facility 3D ZIP Code(s):** 881

**Gaining Facility 3D ZIP Code(s):** 793, 794

Based on report prepared by Network Integration Support dated: mm/dd/yyyy

Service Standard Changes - Average Daily Volume <i>(data obtained from ODIS is derived from sampling and may vary from actual volume)</i>																
	FCM						PRI		PER *		STD *		PSVC		ALL CLASSES	
	Overnight	% Change	All Others	% Change	Total	% Change	All	% Change	All	% Change	All	% Change	All	% Change	All	% Change
UPGRADE																
DOWNGRADE																
TOTAL																
NET UP+NO CHNG																
VOLUME TOTAL																

\* - Periodical and Standard mail origin 3-digit ZIP Code to destination 3-digit ZIP Code volume is not available

Selected summary fields are transferred to the *Executive Summary*

Service Standard Changes - Pairs																
	FCM						PRI		PER		STD		PSVC		ALL CLASSES	
	Overnight	% Change	All Others	% Change	Total	% Change	All	% Change	All	% Change	All	% Change	All	% Change	All	% Change
UPGRADE																
DOWNGRADE																
TOTAL																
NET																

rev 10/16/2009

# Stakeholders Notification

(WorkBook Tab Notification - 1)

Last Saved: February 16, 2012

Stakeholder Notification Page 1

**Losing Facility:** Clovis Northwest Station

**AMP Event:** Start of Study


Last Saved: February 16, 2012

Last Saved: February 16, 2012

**Gaining Facility:** Lubbock TX P&DF

Date Range of Data: 07/01/10 <<=== : ===>> 06/30/11

Gaining Current Workhour Rate by LDC			
LDC	Function 1	LDC	Function 4
11	\$42.51	41	\$0.00
12	\$51.27	42	\$36.78
13	\$0.00	43	\$5.66
14	\$35.00	44	\$36.66
15	\$34.84	45	\$36.23
16	\$0.00	46	\$0.00
17	\$39.20	47	\$0.00
18	\$40.80	48	\$30.69

(8) Current Operation Numbers	(9) % Moved to Losing	(10) Current Annual FHP Volume	(11) Current Annual TPH or NATPH Volume	(12) Current Annual Workhours	(13) Current Productivity (TPH or NATPH)	(14) Current Annual Workhour Costs
030						\$92,307
481						\$89,861
060						\$104,894
331						\$174,591
200						\$169,799
200dup						
769						\$0
002						\$7,003
009						\$0
010						\$8,813
011						\$20,432
014						\$41
015						\$58,959
016						\$6,555
017						\$63,035
020						\$42,384
021						\$0
022						\$71
030dup						
035						\$313,001
040						\$5,337
043						\$112,904
044						\$75,080
060dup						
066						\$737
067						\$1,122
070						\$4,854
073						\$25,053
074						\$16,848
084						\$49,857
100						\$149
109						\$50,141
110						\$248,417
111						\$26
112						\$30,561
115						\$73,679
117						\$64,100
120						\$659
122						\$35,654
126						\$19,620













Last Saved: February 16, 2012

Last Saved: February 16, 2012

**Gaining Facility:** Lubbock TX P&DF

(7) Proposed Operation Numbers	(8) Proposed Annual FHP	(9) Proposed Annual TPH or	(10) Proposed Annual	(11) Proposed Productivity	(12) Proposed Annual Workhour Costs
030					\$90,922
481					\$87,429
060					\$103,320
331					\$153,168
200					\$167,252
200dup					\$0
769					\$0
002					\$7,003
009					\$0
010					\$8,813
011					\$0
014					\$41
015					\$58,959
016					\$6,555
017					\$63,035
020					\$42,384
021					\$0
022					\$71
030dup					\$0
035					\$313,001
040					\$5,257
043					\$111,211
044					\$73,954
060dup					\$0
066					\$737
067					\$1,122
070					\$4,781
073					\$24,677
074					\$16,595
084					\$49,857
100					\$147
109					\$50,141
110					\$248,417
111					\$26
112					\$30,561
115					\$73,679
117					\$64,100
120					\$659
122					\$35,654
126					\$19,620
150					\$82,236
160					\$73,972
169					\$84,984
170					\$171,015
175					\$113,762
178					\$0
180					\$161,086
181					\$205
185					\$80,938











(13) New Flow Adjustments at Losing Facility					
Op#					Workhour Cost
241					\$192,957
Totals	0	0	4,811	No Calc	\$192,957

(14) New Flow Adjustments at Gaining Facility					
Op#					Workhour Cost
200					\$42,103
Totals	0	0	1203	No Calc	\$42,103

**Function 1 Workhour Savings :** \$291,055  
(This number equals the difference in the current and proposed workhour costs above and is carried forward to the *Executive Summary*)

Cost Impact	Comb Current	323,324,549	836,546,231	223,224	3,748	\$8,871,705
	Proposed	323,324,549	836,546,231	216,273	3,868	\$8,580,650
	Change	0	0	(6,950)		(\$291,055)
	Change %	0.0%	0.0%	-3.1%		-3.3%

### AMP Workhour Costs - Proposed



Other Workhour Move Analysis	
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Last Saved: February 16, 2012

Losing Facility: Clovis Northwest Station

Losing Facility: Clovis Northwest Station      Gaining Facility: Lubbock TX P&DF

Losing Facility: Clovis Northwest Station      Gaining Facility: Lubbock TX P&DF      Date Range of Data: 07/01/10 to #REF!

Current Other Craft Workhours	
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Proposed Other Craft Workhours	
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Maintenance		
LDC	Proposed Annual Workhours	Proposed Annual Workhour Cost (\$)
36		\$1,568,776
37		\$479,714
38		\$428,298
39		\$260,707
93		\$23,293
Totals	60,437	\$2,760,788

Supervisory		
LDC	Proposed Annual Workhours	Proposed Annual Workhour Cost (\$)
01		\$0
10		\$738,451
20		\$0
30		\$0
35		\$223,954
40		\$0
50		\$0
60		\$0
70		\$0
80		\$115,895
81		\$0
88		\$0
Totals	21,341	\$1,078,300

Summary by Facility					
Losing Facility Summary			Gaining Facility Summary		
	Proposed Annual Workhours	Proposed Annual Workhour Cost (\$)		Proposed Annual Workhours	Proposed Annual Workhour Cost (\$)
Before	90,744	\$3,664,343	Before	90,030	\$4,194,029
After	88,517	\$3,553,151	After	90,030	\$4,194,029
Adj	0	\$0	Adj	0	\$0
AfterTot	88,517	\$3,553,151	AfterTot	90,030	\$4,194,029
Change	(2,227)	(\$111,192)	Change	0	\$0
% Diff	-2.5%	-3.0%	% Diff	0.0%	0.0%

### AMP Other Curr vs Prop

# Staffing - Management

Last Saved: February 16, 2012

Losing Facility: Clovis Northwest Station

Data Extraction Date: 09/20/11

Finance Number: 341765

Line	Management Positions					
	(1) Position Title	(2) Level	(3) Current Auth Staffing	(4) Current On-Rolls	(5) Proposed Staffing	(6) Difference
1	SUPV CUSTOMER SERVICES	EAS-17	2	2	2	0
2						
3						
4						
5						
6						
7						
8						
9						
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78						
79						
	<b>Totals</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>

Retirement Eligibles: 0

Position Loss: 0



Line	Management Positions					
	(12) Position Title	(13) Level	(14) Current Auth Staffing	(15) Current On-Rolls	(16) Proposed Staffing	(17) Difference
1	MGR PROCESSING/DISTRIBUTION FCLTY	EAS-22	1	0	0	0
2	MGR DISTRIBUTION OPERATIONS	EAS-19	1	0	0	0
3	MGR MAINTENANCE	EAS-19	1	1	1	0
4	OPERATIONS SUPPORT SPECIALIST	EAS-17	1	1	1	0
5	SUPV DISTRIBUTION OPERATIONS	EAS-17	5	5	5	0
6	SUPV MAINTENANCE OPERATIONS	EAS-17	2	2	2	0
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
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77						
78						
79						
	<b>Total</b>		<b>11</b>	<b>9</b>	<b>8.8354267</b>	<b>(0)</b>

Retirement Eligibles: 4

Position Loss: 0

**Total PCES/EAS Position Loss:** 0 (This number carried forward to the *Executive Summary*)

rev 11/05/2008

# Staffing - Craft

Last Saved: February 16, 2012

**Losing Facility:** Clovis Northwest Station

**Finance Number:** 341765

**Data Extraction Date:** 09/20/11

Craft Positions	(1) Casuals/PSEs On-Rolls	(2) Part Time On-Rolls	(3) Full Time On-Rolls	(4) Total On-Rolls	(5) Total Proposed	(6) Difference
Function 1 - Clerk	0	0	0			
Function 4 - Clerk	0	0	15	15	12	(3)
Function 1 - Mail Handler	0	0	0			
Function 4 - Mail Handler	0	0	0			
<b>Function 1 &amp; 4 Sub-Total</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>15</b>	<b>12</b>	<b>(3)</b>
Function 3A - Vehicle Service	0	0	0			
Function 3B - Maintenance	0	0	3	3	3	0
Functions 67-69 - Lmted/Rehab/WC		0	0			
Other Functions	0	1	30	31	31	0
<b>Total</b>	<b>0</b>	<b>1</b>	<b>48</b>	<b>49</b>	<b>46</b>	<b>(3)</b>

Retirement Eligibles: 13

**Gaining Facility:** Lubbock TX P&DF

**Finance Number:** 485397

**Data Extraction Date:** 09/20/11

Craft Positions	(7) Casuals/PSEs On-Rolls	(8) Part Time On-Rolls	(9) Full Time On-Rolls	(10) Total On-Rolls	(11) Total Proposed	(12) Difference
Function 1 - Clerk	14	0	92	106	106	0
Function 1 - Mail Handler	0	0	15	15	15	0
<b>Function 1 Sub-Total</b>	<b>14</b>	<b>0</b>	<b>107</b>	<b>121</b>	<b>121</b>	<b>0</b>
Function 3A - Vehicle Service	0	0	0			
Function 3B - Maintenance	3	0	32	35	35	0
Functions 67-69 - Lmted/Rehab/WC		0	3	3	3	0
Other Functions	0	0	2	2	2	0
<b>Total</b>	<b>17</b>	<b>0</b>	<b>144</b>	<b>161</b>	<b>161</b>	<b>0</b>

Retirement Eligibles: 44

**Total Craft Position Loss:** 3 (This number carried forward to the *Executive Summary*)

(13) Notes: \_\_\_\_\_

rev 11/05/2008

# Maintenance

Last Saved: February 16, 2012

**Losing Facility:** Clovis Northwest Station

**Gaining Facility:** Lubbock TX P&DF

**Date Range of Data:** Jul-01-2010 : Jun-30-2011

	Workhour Activity	(1) Current Cost	(2) Proposed Cost	(3) Difference
LDC 36	Mail Processing Equipment	\$ 104	\$ 0	\$ (104)
LDC 37	Building Equipment	\$ 0	\$ 0	\$ 0
LDC 38	Building Services (Custodial Cleaning)	\$ 186,988	\$ 186,988	\$ 0
LDC 39	Maintenance Operations Support	\$ 0	\$ 0	\$ 0
LDC 93	Maintenance Training	\$ 0	\$ 0	\$ 0
	<b>Workhour Cost Subtotal</b>	\$ 187,091	\$ 186,988	\$ (104)
	<b>Other Related Maintenance &amp; Facility Costs</b>	<b>Current Cost</b>	<b>Proposed Cost</b>	<b>Difference</b>
<b>Total</b>	Maintenance Parts, Supplies & Facility Utilities	\$ 49,538	\$ 49,538	\$ 0
	<b>Adjustments</b> (from "Other Curr vs Prop" tab)	\$ 0		
	<b>Grand Total</b>	\$ 236,629	\$ 236,526	\$ (104)

	Workhour Activity	(4) Current Cost	(5) Proposed Cost	(6) Difference
LDC 36	Mail Processing Equipment	\$ 1,568,776	\$ 1,568,776	\$ 0
LDC 37	Building Equipment	\$ 479,714	\$ 479,714	\$ 0
LDC 38	Building Services (Custodial Cleaning)	\$ 428,298	\$ 428,298	\$ 0
LDC 39	Maintenance Operations Support	\$ 260,707	\$ 260,707	\$ 0
LDC 93	Maintenance Training	\$ 23,293	\$ 23,293	\$ 0
	<b>Workhour Cost Subtotal</b>	\$ 2,760,788	\$ 2,760,788	\$ 0
	<b>Other Related Maintenance &amp; Facility Costs</b>	<b>Current Cost</b>	<b>Proposed Cost</b>	<b>Difference</b>
<b>Total</b>	Maintenance Parts, Supplies & Facility Utilities	\$ 465,449	\$ 465,449	\$ 0
	<b>Adjustments</b> (from "Other Curr vs Prop" tab)	\$ 0		
	<b>Grand Total</b>	\$ 3,226,237	\$ 3,226,237	\$ 0

**Annual Maintenance Savings:** \$104 (This number carried forward to the Executive Summary)

(7) Notes: \_\_\_\_\_

rev 04/13/2009

# **Transportation - PVS** Last Saved: February 16, 2012

**Losing Facility:** Clovis Northwest Station  
**Finance Number:** 341765  
**Date Range of Data:** 07/01/10 -- to -- 06/30/11

**Gaining Facility:** Lubbock TX P&DF  
**Finance Number:** 485397

	(1) Current	(2) Proposed	(3) Difference
<b>PVS Owned Equipment</b>			
Seven Ton Trucks			0
Eleven Ton Trucks			0
Single Axle Tractors			0
Tandem Axle Tractors			0
Spotters			0
<b>PVS Transportation</b>			
Total Number of Schedules			0
Total Annual Mileage			0
<b>Total Mileage Costs</b>			<b>\$0</b>
<b>PVS Leases</b>			
Total Vehicles Leased			0
<b>Total Lease Costs</b>			<b>\$0</b>
<b>PVS Workhour Costs</b>			
LDC 31 (617, 679, 764)	\$0	\$0	\$0
LDC 34 (765, 766)	\$0	\$0	\$0
<b>Adjustments</b> (from "Other Curr vs Prop" tab)		\$0	
<b>Total Workhour Costs</b>	\$0	\$0	<b>\$0</b>

	(4) Current	(5) Proposed	(6) Difference
<b>PVS Owned Equipment</b>			
Seven Ton Trucks			0
Eleven Ton Trucks			0
Single Axle Tractors			0
Tandem Axle Tractors			0
Spotters			0
<b>PVS Transportation</b>			
Total Number of Schedules			0
Total Annual Mileage			0
<b>Total Mileage Costs</b>			<b>\$0</b>
<b>PVS Leases</b>			
Total Vehicles Leased			0
<b>Total Lease Costs</b>			<b>\$0</b>
<b>PVS Workhour Costs</b>			
LDC 31 (617, 679, 764)	\$0	\$0	\$0
LDC 34 (765, 766)	\$0	\$0	\$0
<b>Adjustments</b> (from "Other Curr vs Prop" tab)		\$0	
<b>Total Workhour Costs</b>	\$0	\$0	<b>\$0</b>

**PVS Transportation Savings (Losing Facility):** \$0

**PVS Transportation Savings (Gaining Facility):** \$0

**Total PVS Transportation Savings:** \$0 <=> (This number is summed with Total from 'Trans-HCR' and carried forward to the Executive Summary as Transportation Savings)

**(7) Notes:** \_\_\_\_\_

rev 04/13/2009

Last Saved: February 16, 2012

**Gaining Facility:** Lubbock TX P&DF

**CET for cancellations:**

**CET for OGP:**

**CT for Outbound Dock:**

[illegible][illegible]

[illegible][illegible]

1 Route Numbers	2 Current Annual Mileage	3 Current Annual Cost	4 Current Cost per Mile	5 Proposed Annual Mileage	6 Proposed Annual Cost	7 Proposed Cost per Mile
Totals	346,079			160,710		

Proposed Trip Impacts	Current Losing	Moving to Gain (-)	Other Changes (+/-)	Trips from Gaining	Proposed Result

HCR Annual Savings (Losing Facility): \$346,082

8 Route Numbers	9 Current Annual Mileage	10 Current Annual Cost	11 Current Cost per Mile	12 Proposed Annual Mileage	13 Proposed Annual Cost	14 Proposed Cost per Mile
Totals	276,052			220,878		

Proposed Trip Impacts	Current Gaining	Moving to Lose (-)	Other Changes (+/-)	Trips from Losing	Proposed Result

HCR Annual Savings (Gaining Facility): \$108,609

Total HCR Transportation Savings: \$454,691

<<== (This number is summed with Total from 'Trans-PVS' and carried forward to the *Executive Summary as Transportation Savings* )

rev 11/05/2008



## Distribution Changes

Last Saved: February 16, 2012

**Losing Facility:** Clovis Northwest Station

**Type of Distribution to Consolidate:** Orig & Dest

Indicate each DMM labeling list affected by placing an "X" to the left of the list.

(1)	DMM L001	DMM L011
	DMM L002	<b>X</b> DMM L201
	DMM L003	DMM L601
	DMM L004	DMM L602
	<b>X</b> DMM L005	DMM L603
	DMM L006	DMM L604
	DMM L007	DMM L605
	DMM L008	DMM L606
	DMM L009	DMM L607
	DMM L010	DMM L801

If revisions to DMM L005 or DMM L201 are needed, indicate proposed DMM label change below.

(2) <b>DMM Labeling List L005 - 3-Digit ZIP Code Prefix Groups - SCF Sortation</b>		
<b>From:</b>		
Action Code*	Column A - 3-Digit ZIP Code Prefix Group	Column B - Label to
D	881	CLOVIS NM 881 S
CF	793, 794	SCF LUBBOCK TX 793
<b>To:</b>		
Action Code*	Column A - 3-Digit ZIP Code Prefix Group	Column B - Label to
CT	793, 794, 881	SCF LUBBOCK TX 793

\*Action Codes: A=add D=delete CF=change from CT=change to

**Important Note:** Section 2 & 3 illustrate possible changes to DMM labeling lists. Section 2 relates to consolidation of Destination Operations. Section 3 pertains to Originating Operations. The Area Distribution Network group will submit appropriate requests for DMM changes after AMP approval.

(3) **DMM Labeling List L201 - Periodicals Origin Split**

Action Code*	Column A - Entry ZIP Codes	Column B - 3-Digit ZIP Code Destinations	Column C - Label to
CF	865, 870-875, 877-879, 881-885, 887-889, 891-893, 895-897, 899-901, 903-905, 907-909, 911-913, 915-917, 919-921, 923-925, 927-929, 931-933, 935-937, 939-941, 943-945, 947-949, 951-953, 955-957, 959-961, 963-965, 967-969, 971-973, 975-977, 979-981, 983-985, 987-989, 991-993, 995-997, 999-1001	590-599, 700, 701, 703-708, 710-714, 716-722, 724-731, 733-738, 740, 741, 743-816, 820-838, 840-847, 850-853, 855-857, 859, 860, 863-865, 870-875, 877-885, 889-891, 893, 898, 900-908, 910-928, 930-960, 970-986, 988-994, 998, 999	OMX ALBUQUERQUE NM 870
CT	865, 870-875, 877-879, 881-885, 887-889, 891-893, 895-897, 899-901, 903-905, 907-909, 911-913, 915-917, 919-921, 923-925, 927-929, 931-933, 935-937, 939-941, 943-945, 947-949, 951-953, 955-957, 959-961, 963-965, 967-969, 971-973, 975-977, 979-981, 983-865, 870-875, 877-885, 889-891, 893, 898, 900-908, 910-928, 930-960, 970-986, 988-994, 998, 999	590-599, 700, 701, 703-708, 710-714, 716-722, 724-731, 733-738, 740, 741, 743-816, 820-838, 840-847, 850-853, 855-857, 859, 860, 863-865, 870-875, 877-885, 889-891, 893, 898, 900-908, 910-928, 930-960, 970-986, 988-994, 998, 999	OMX ALBUQUERQUE NM 870
CF	793, 794	298-327, 344, 350-352, 354-418, 420-427, 430-479, 498-516, 520-528, 530-532, 534, 535, 537-551, 553-567, 570-577, 580-588, 590-620, 622-631, 633-641, 644-658, 660-662, 664-681, 683-693, 700, 701, 703-708, 710-714, 716-731, 733-741, 743-816, 820-837, 840-847, 850-853, 855-857, 859, 860, 863-865, 870-875, 877-885, 979, 994	OMX LUBBOCK TX 793
CT	793, 794, 881	298-327, 344, 350-352, 354-418, 420-427, 430-479, 498-516, 520-528, 530-532, 534, 535, 537-551, 553-567, 570-577, 580-588, 590-620, 622-631, 633-641, 644-658, 660-662, 664-681, 683-693, 700, 701, 703-708, 710-714, 716-731, 733-741, 743-816, 820-837, 840-847, 850-853, 855-857, 859, 860, 863-865, 870-875, 877-885, 979, 994	OMX LUBBOCK TX 793

\*Action Codes: A=add D=delete CF=change from CT=change to

(4) **Drop Shipments for Destination Entry Discounts - FAST Appointment Summary Report**

Month	Losing/Gaining	NASS Code	Facility Name	Total Schd Appts	No-Show		Late Arrival		Open		Closed		Unschd Count
					Count	%	Count	%	Count	%	Count	%	
11-Jul	Losing Facility	881	Clovis NW Station	42	28	67%	7	17%	0	0%	14	33%	0
11-Aug	Losing Facility	881	Clovis NW Station	57	32	56%	7	12%	0	0%	25	44%	0
11-Jul	Gaining Facility	793	Lubbock	210	44	21%	37	18%	0	0%	166	79%	0
11-Aug	Gaining Facility	793	Lubbock	220	47	21%	39	18%	0	0%	173	79%	0

(5) **Notes:**

rev 5/14/2009

## MPE Inventory

Last Saved: February 16, 2012

**Losing Facility:** Clovis Northwest Station

**Gaining Facility:** Lubbock TX P&DF

**Data Extraction Date:** 01/06/12

Equipment Type	(1) Current Number	(2) Proposed Number	(3) Difference
AFCS		0	0
AFCS200			
AFSM - ALL		0	0
APPS			
CIOSS			
CSBCS			
DBCS		0	0
DBCS-OSS			
DIOSS		0	0
FSS			
SPBS			
UFSM			
FC / MICRO MARK			
ROBOT GANTRY			
HSTS / HSUS			
LCTS / LCUS			
LIPS			
MPBCS-OSS			
TABBER			
PIV			
LCREM			

Equipment Type	(4) Current Number	(5) Proposed Number	(6) Difference	(7) Equipment Change	(8) Relocation Costs
AFCS	2	2	0	0	
AFCS200				#VALUE!	
AFSM - ALL	1	1	0	0	
APPS				#VALUE!	
CIOSS				#VALUE!	
CSBCS				#VALUE!	
DBCS	6	5	(1)	(1)	
DBCS-OSS				#VALUE!	
DIOSS	1	2	1	1	\$8,060
FSS				#VALUE!	
SPBS				#VALUE!	
UFSM				#VALUE!	
FC / MICRO MARK				#VALUE!	
ROBOT GANTRY				#VALUE!	
HSTS / HSUS				#VALUE!	
LCTS / LCUS				#VALUE!	
LIPS				#VALUE!	
MPBCS-OSS				#VALUE!	
TABBER				#VALUE!	
PIV				#VALUE!	
LCREM				#VALUE!	

**Mail Processing Equipment Relocation Costs from Losing to Gaining Facility:** \$8,060 (This number is carried forward to *Space Evaluation and Other Costs*)

(9) Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

rev 03/04/2008

## Customer Service Issues

Last Saved: February 16, 2012

**Losing Facility:** Clovis Northwest Station

**5-Digit ZIP Code:** 88101

**Data Extraction Date:** 10/18/11

### 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: 881		3-Digit ZIP Code:		3-Digit ZIP Code:		3-Digit ZIP Code:	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
16	28						
39	25						
6	6						
61	59	0	0	0	0	0	0

2. How many collection boxes are designated for "local delivery"?

0

3. How many "local delivery" boxes will be removed as a result of AMP?

0

### 4. Delivery Performance Report

% Carriers returning before 5 p.m.

Quarter/FY	Percent
QTR 3 FY11	66.5%
QTR 2 FY11	67.7%
QTR 1 FY11	58.7%
QTR 4 FY10	66.2%

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

	Current		Proposed	
	Start	End	Start	End
Monday	8:30	17:00	8:30	17:00
Tuesday	8:30	17:00	8:30	17:00
Wednesday	8:30	17:00	8:30	17:00
Thursday	8:30	17:00	8:30	17:00
Friday	8:30	17:00	8:30	17:00
Saturday	9:00	13:00	9:00	13:00

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

	Current		Proposed	
	Start	End	Start	End
Monday	8:30	17:00	8:30	17:00
Tuesday	8:30	17:00	8:30	17:00
Wednesday	8:30	17:00	8:30	17:00
Thursday	8:30	17:00	8:30	17:00
Friday	8:30	17:00	8:30	17:00
Saturday	9:00	13:00	9:00	13:00

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

yes

8. Notes: Existing PO will remain in current location.

**Gaining Facility:** Lubbock TX P&DF

9. What postmark will be printed on collection mail?

Line 1 LUBBOCK TX 793

Line 2 (Date) (Machine Number) (L or T)

rev 6/18/2008

## Space Evaluation and Other Costs

Last Saved: February 16, 2012

**Losing Facility:** Clovis Northwest Station

### Space Evaluation

**1. Affected Facility**

Facility Name: Clovis Northwest Station  
 Street Address: 1224 W 21st St  
 City, State ZIP: Clovis NM 88101

**2. Lease Information.** (If not leased skip to 3 below.)

Enter annual lease cost: \$68,993  
 Enter lease expiration date: \_\_\_\_\_  
 Enter lease options/terms: \_\_\_\_\_

**3. Current Square Footage**

Enter the total interior square footage of the facility: 26,086  
 Enter gained square footage expected with the AMP: 0

**4. Planned use for acquired space from approved AMP**

n/a  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**5. Facility Costs**

Enter any projected one-time facility costs: \$0  
 (This number shown below under One-Time Costs section.)

**6. Savings Information**

**Space Savings (\$):** \$0  
 (This number carried forward to the *Executive Summary*)

**7. Notes** Existing facility will remain open as a post office and consolidation hub.

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

### One-Time Costs

Employee Relocation Costs: \$0

Mail Processing Equipment Relocation Costs: \$8,060  
 (from MPE Inventory)

Facility Costs: \$0  
 (from above)

**Total One-Time Costs:** \$8,060  
 (This number carried forward to *Executive Summary*)

### Remote Encoding Center Cost per 1000

**Losing Facility:** Clovis Northwest Station

**Gaining Facility:** Lubbock TX P&DF

**YTD Range of Report:** 07/01/10 : 06/30/11

(1) Product	(2) Associated REC	(3) Current Cost per 1,000 Images
Letters	n/a	
Flats	n/a	
PARS COA	n/a	
PARS Redirects	n/a	
APPS	n/a	

(4) Product	(5) Associated REC	(6) Current Cost per 1,000 Images
Letters	Salt Lake City	\$28.95
Flats	Salt Lake City	\$30.30
PARS COA	Salt Lake City	\$175.68
PARS Redirects	Salt Lake City	\$33.32
APPS	Salt Lake City	\$31.16

rev 9/24/2008