

MPFR Data Entry Page

1. "Transfer From" Facility Information

Type of Distribution Consolidated: Originating
Facility Name & Type: Bismarck P&DC
Street Address: 2220 E. Bismarck EXPY
City: Bismarck
State: ND
5D Facility ZIP Code: 58504
Retail & Delivery District: MN-ND
Retail & Delivery Area: Central
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 576, 585-588
Miles to Gaining Facility: 195
Processing Region: Western
Processing Division: Midwest
Postmaster or Plant Manager: Denise Walker-Hoffman
Sr. Division Director: Kathy Hand

2. "Transfer To" Facility Information

Facility Name & Type: Fargo P&DC
Street Address: 657 2nd AVE N.
City: Fargo
State: ND
5D Facility ZIP Code: 58102
Retail & Delivery District: MN-ND
Retail & Delivery Area: Central
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 565,580-581, 584
Processing Region: Western
Processing Division: Midwest
Plant Manager: Scott Wiesneski
Sr. Division Director: Kathy Hand

3. Background Information

Start of Study: Nov-08-2023
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 DiPeri
Vice President, Proc & Maint Ops: Dane Coleman
Division Coordinator: [REDACTED]
HQ MPFR Coordinator: [REDACTED]

MPFR Approval Signatures

Transfer From Facility Name and Type: Bismarck P&DC
Facility ZIP Code: 58504
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 576, 585-588
Type of Distribution Consolidated: Originating
Transfer To Facility Name and Type: Fargo P&DC
Facility ZIP Code: 58102
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 565,580-581, 584

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:

E-SIGNED by Denise.C Walker-Hoffman
on 2024-02-28 12:58:15 GMT

Denise Walker-Hoffman

Printed Name

Signature

Date

Sr. Division Director:

E-SIGNED by Kathy Hand
on 2024-02-29 15:23:56 GMT

Kathy Hand

Printed Name

Signature

Date

TRANSFER TO FACILITY:

Plant Manager:

E-SIGNED by Scott.A Wiesneski
on 2024-03-01 15:42:42 GMT

Scott Wiesneski

Printed Name

Signature

Date

Sr. Division Director:

E-SIGNED by Kathy Hand
on 2024-02-29 15:23:57 GMT

Kathy Hand

Printed Name

Signature

Date

REGION:

Regional Vice President:

E-SIGNED by JOHN.J DIPERI
on 2024-03-15 16:26:57 EDT

John DiPeri

Printed Name

Signature

Date

HEADQUARTERS:

Vice President, Proc & Maint Ops:

E-SIGNED by DANE.A COLEMAN
on 2024-03-26 09:52:10 EDT

Dane Coleman

Printed Name

Signature

Date

Comments: _____

Executive Summary

Transfer From Facility Name and Type: Bismarck P&DC

Street Address: 2220 E. Bismarck EXPY

City, State: Bismarck, ND

Current 3D ZIP Code(s): 576, 585-588

Type of Distribution to Consolidate: Originating

Miles between facilities: 195

Transfer To Facility Name and Type: Fargo P&DC

Current 3D ZIP Code(s): 565,580-581, 584

Summary of MPFR Analysis

Savings / Costs

Mail Processing Craft Workhour Savings = \$180K - \$240K

Management Workhour Savings = \$80K - \$110K

Transportation Savings = (\$2.1K - \$2.8K) (Additional Costs)

Maintenance Savings = \$150K - \$200K

Space Savings = \$0

Total Annual Savings = \$410K - \$550K

Total One-Time Costs = \$0

Total First Year Savings = \$410K - \$550K

Staffing Positions

Net Craft Position Loss = 5

Net Management Position Loss = 1

Service Standard Impacts

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

There will be an expected 2,355 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

Summary Narrative

Background

The Bismarck ND P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCF 576, 585-588. The Bismarck facility is 235,620 square feet and is located 195 miles from Fargo ND P&DC.

The Mail Processing Facility Review (MPFR) proposal to move originating mail and packages from Bismarck ND P&DC to Fargo ND P&DC was announced on 11/08/2023 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 Bismarck ND facility is not closing and will remain open and be modernized as a Local Processing Center (LPC).

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 retail locations.

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 2,355 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 01, 2022, through September 30, 2023.

The MPFR shows an estimated annual savings between \$410K to \$550K. There are no one-time costs for this MPFR.

Savings / Costs

Mail Processing Craft Workhour Savings = \$180K - \$240K

Management Workhour Savings = \$80K - \$110K

Transportation Savings = (\$2.1K - \$2.8K)

Maintenance Savings = \$150K - \$200K

Space Savings = \$0

Total Annual Savings = \$410K - \$550K

Total One-Time Costs = \$0

Total First Year Savings = \$410K - \$550K

Mail Processing

The Bismarck MPFR identified a net reduction of 3 craft positions and 1 management position. Organizational Design will determine the future Fargo P&DC Management staffing.

Net Craft Staffing Impacts - Both Sites								
Bismarck P&DC			Fargo P&DC			Net Impacts		
F1	Maint	Total	F1	Maint	Total	Net F1	Net Maint	Net Total
-23	-2	-25	20	0	20	-3	-2	-5

Net Management Impacts								
Bismarck P&DC			Fargo P&DC			Net Impacts		
F1	Maint	Total	F1	Maint	Total	Net F1	Net Maint	Net Total
-1	0	-1	0	0	0	-1	0	-1

Maintenance

The MPFR is projecting an annual maintenance savings due to supporting different equipment sets. The MPFR identified a net reduction of 2 craft positions and 0 management position. Maintenance staffing packages will be performed after implementation of this MPFR to determine actual impacts.

Transportation

Transportation supporting the Bismarck MPFR study contains HCR service. The MPFR shows additional costs due to modifying and eliminating existing HCR routes as necessary. The MPFR has identified no staffing impacts at this time.

Space Impacts and One-Time Costs

There are no one-time costs for this MPFR. Any space in Bismarck made available due to the transfer of operations to the Fargo P&DC would be evaluated for future utilization.

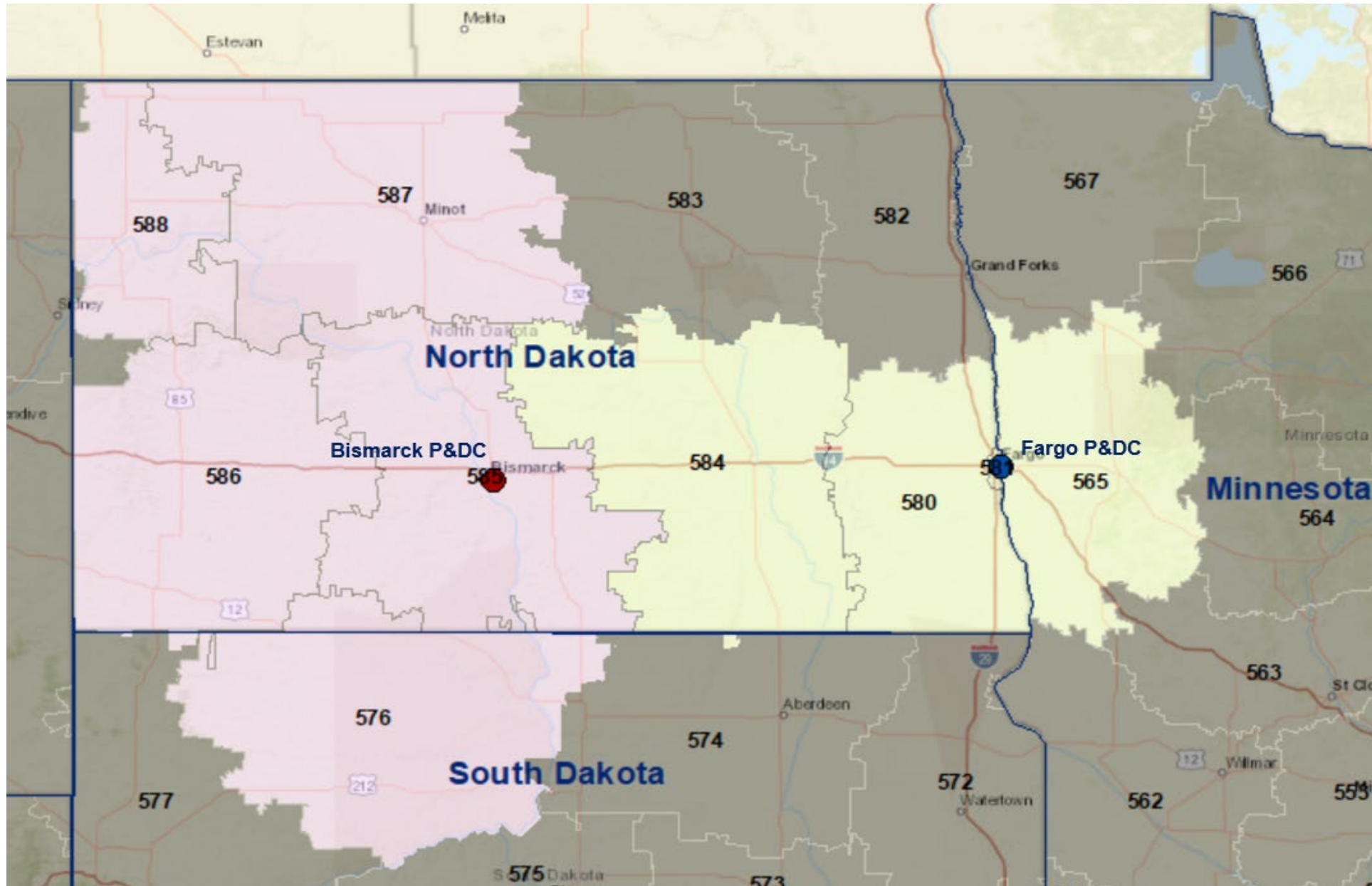
Conclusion

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

The Bismarck to Fargo P&DC MPFR projects a first-year savings between \$410K to \$550K. There will be no one time cost savings. The projected total annual savings is between \$410K to \$550K.

This go-forward plan for the Bismarck 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



576, 585-588 Bismarck

565, 580-581, 584 Fargo

Craft Complement

Career Impacts by Craft - Bismarck Only

F1 Clerks			F1 Mail Handlers			Other Career Craft		All Career Craft Impact
F1 Clerk Impact	PSEs On-rolls	Career Clerk (Clerk -PSEs)	F1 Mailhandler Impact	MHAs On-Rolls	Career Mailhandlers (MH -MHAs)	Maint Impact	Logistics Impact	
-9	1	<u>-8</u>	-5	3	<u>-2</u>	<u>-2</u>	<u>0</u>	<u>-12</u>

This is only the impact to the Bismarck facility
 Clerk & Mailhandler reductions are a fluid number based on flexible workforce staffing (pre-career) upon implementation

Net Craft Staffing Impacts - Both Sites

Bismarck P&DC			Fargo P&DC			Net Impacts		
F1	Maint	Total	F1	Maint	Total	Net F1	Net Maint	Net Total
-23	-2	-25	20	0	20	-3	-2	-5

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.	-3
F3A Logistics	0
F3B Maint.	-2
Total	-5

Management Complement

Management Impacts - Bismarck Only		
Bismarck P&DC		
F1	Maint	Total
-1	0	-1

This is only the impact to the Bismarck facility

Net Management Impacts								
Bismarck P&DC			Fargo P&DC			Net Impacts		
F1	Maint	Total	F1	Maint	Total	Net F1	Net Maint	Net Total
-1	0	-1	0	0	0	-1	0	-1

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 Mgt Impacts	Management Savings \$
F0	0	[REDACTED]
F1	-1	
F3B	0	
Total	-1	
Estimated Savings Range		\$80K - \$110K

OM to Payroll Staffing Condition Report

Organizational		Data				
Occupation Series/Code	Title	Total Authorized	On Rolls Count	Variance On Rolls - Authorized	Func	LDC
370950	BISMARCK P&DF					
23150002	MGR MAIL PROCESSING OPERATIONS	1	0	-1	1	10
23150106	PROCESSING SUPPORT SPECIALIST	1	1	0	0	3
23150066	SUPV DISTRIBUTION OPERATIONS	3	1	-2	1	10
23550010	SUPV MAINTENANCE OPERATIONS	1	1	0	3B	35
Cost Center	Total	6	3	-3		

Function	Hourly Rate
F0	[REDACTED]
F1	
F3B	

Service Standard Impacts

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

There will be an expected 2355 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrade	Downgrade	Total
GAL	890	0	890
FCM	485	0	485
MKT	35	0	35
PER	35	0	35
PKG	20	0	20
GAH	890	0	890
	2355	0	2355

MPE Inventory

Losing Facility: Bismarck P&DC

Gaining Facility: Fargo P&DC

Data Extraction Date: 11/09/23

	(1)	(2)	(3)
Equipment Type	Current Number	Proposed Number	Difference
ADUS			0
AFCS			0
AFCS 200	1	0	(1)
AFSM100	1	1	0
APBS			0
APPS			0
CIOSS			0
DBCS	2	2	0
DIOSS	2	1	(1)
HOPS			0
HSTS			0
HSUS			0
LCREM			0
LCTS	1	1	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

	(4)	(5)	(6)	(7)	(8)
Equipment Type	Current Number	Proposed Number	Difference	Excess Equipment	Relocation Costs
ADUS			0	0	
AFCS	1	1	0	0	
AFCS 200	1	1	0	1	
AFSM100	1	1	0	0	
APBS	1	1	0	0	
APPS			0	0	
CIOSS	1	1	0	0	
DBCS	5	5	0	0	
DIOSS	1	1	0	1	
HOPS			0	0	
HSTS			0	0	
HSUS			0	0	
LCREM	1	1	0	0	
LCTS	2	2	0	0	
LCUS			0	0	
PSM			0	0	
RCS			0	0	
SIPS	1	1	0	0	
SPSS			0	0	
USS			0	0	
PIV			0	0	
MaRS			0	0	
FRS			0	0	

\$0

Mail Processing Equipment Relocation Costs from Transfer from to Transfer to \$0 (This number is carried forward to One-Time Costs)

(9) **Notes:** There are 1 pc of AFSM100, 1 pc of APBS, 1 pc of LCTS, and 1 pc of SIPS located at Fargo Annex.

Customer Service Analysis

Transfer From Facility: Bismarck P&DC

5-Digit ZIP Code: 576, 585-588
 Data Extraction Date: 11/09/23

1. Collection Points	3-Digit ZIP Code: 576		3-Digit ZIP Code: 585		3-Digit ZIP Code: 586		3-Digit ZIP Code: 587	
	Current		Current		Current		Current	
	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
Number picked up before 1 p.m.	2	7	4	14	6	14	1	14
Number picked up between 1-5 p.m.	7	2	43	21	24	19	55	37
Number picked up after 5 p.m.	0	0	6	2	5	0	13	11
Total Number of Collection Points	9	9	53	37	35	33	69	62

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 QTR4/FY22	27.5%
QTR1/FY23	34.2%
QTR2/FY23	27.8%
QTR3/FY23	21.1%

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

	Current		Proposed	
	Start	End	Start	End
Monday	7:45	17:30	7:45	17:30
Tuesday	7:45	17:30	7:45	17:30
Wednesday	7:45	17:30	7:45	17:30
Thursday	7:45	17:30	7:45	17:30
Friday	7:45	17:30	7:45	17:30
Saturday	9:00	13:00	9:00	13:00

6. Business (Bulk) Mail Acceptance Hours

	Current		Proposed	
	Start	End	Start	End
Monday	11:00	17:00	11:00	17:00
Tuesday	11:00	17:00	11:00	17:00
Wednesday	11:00	17:00	11:00	17:00
Thursday	11:00	17:00	11:00	17:00
Friday	11:00	17:00	11:00	17:00
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: Fargo P&DC

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

BISMARCK P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			25
Flats			7
Packages			21
Other			39
Grand Tot			92

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			6,487	21
Flats			6,295	7
Packages			5,284	11
Other			1,916	30
Grand Tot				69

Current On Rolls 83
Impact (14)

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	FTEs @ 15% EI Imp. @ Transfer To Facility	New Facility Change	\$ Savings
Letters			5,527	4	6,356		4	-	\$ -
Flats			167,372	-	192,478		-	-	\$ -
Packages			4,138	10	4,759		8	(2)	\$ 198,083
Other			1,906	9	2,192		8	(1)	\$ 99,041
Grand Tot				23			20	(3)	\$ 297,124

Estimated Savings Range **\$180K - \$240K**

Maintenance

Major MPE Equipment List		
Equipment	Current Count	Future Count
AFCS200	1	0
AFSM100AFSM100	1	1
ATSIATSU	1	1
BDS	2	0
DBCS	2	2
DIOSS	2	1
FRESFRES	1	1
IJCAFSM	1	0
LAN	1	1
MSWYB	4	4
SDUS/SIPS	1	1
VFS	1	0

Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
BISMARCK ND P&DF	1	12	1	6	1	21

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
BISMARCK ND P&DF	\$150,918	\$1,504,995	\$126,522	\$602,939	\$113,256	\$2,498,630

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$2,347,712
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$150,918
Total Annual Cost	\$2,498,630

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			0	0	\$0
36			-3566	-2	-\$250,832
37			0	0	\$0
38			0	0	\$0
39			0	0	\$0
Grand Total			-3566	-2	-\$250,832

Future						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
BISMARCK ND P&DF	1	10	1	6	1	19

Future Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
BISMARCK ND P&DF	\$150,918	\$1,254,162	\$126,522	\$602,939	\$113,256	\$2,247,797

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$2,096,879
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$150,918
Total Annual Cost	\$2,247,797

Savings	
Maintenance Craft Work Hour Savings	\$250,832
Maintenance EAS Work Hour Savings	\$0
Total Annual Savings	\$250,832

Range	
	\$150K - \$200K
	\$0
	\$150K - \$200K

Total Employee Reduction	-2
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\$\$\$/FTE	(\$125,416.22)
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Note:
Calculation include projected Operational Maintenance hours, 2A - Miscellaneous Equipment hours, 2C - Additional Requirements 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 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, servicewide 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	Current Annual Mileage (RPM)	Proposed Annual Mileage (RPM)	Annual Cost Change
55222 HCR			-189354.94
58021 HCR			95226.89
58031 HCR			116717.88
585L6 HCR			184656.56
587L1 HCR			152919.92
990N0 HCR			-356686.8
Grand Total			3479.51

Savings **(\$3,500)**

0 Net Craft Impacts

(\$2.1K - \$2.8K)