MPFR Data Entry Page

1. "Transfer From" Facility Information

Type of Distribution Consolidated: Originating

Facility Name & Type: Burlington VT P&DC
Street Address: 8 New England Drive

City: Essex Junction

State: VT

5D Facility ZIP Code: 05452
Retail & Delivery District: ME-NH-VT
Retail & Delivery Area: Atlantic

Finance Number:

Current 3D ZIP Code(s): 054, 056

Shape: Letters and Flats

Miles to "Transfer To" Facility: 233

Processing Region: Eastern
Processing Division: New England

Plant Manager: Robert J Sanderson Sr. Division Director: Christine E Brisk

2. "Transfer To" Facility Information

Facility Name & Type: Hartford CT P&DC

Street Address: 141 Weston Street

City: Hartford

State: CT

5D Facility ZIP Code: 06101
Retail & Delivery District: Connecticut
Retail & Delivery Area: Atlantic

Finance Number:

Current 3D ZIP Code(s): 010-012, 060-065, 067

Shape: Letters and Flats

Processing Region: Eastern
Processing Division: New England
Plant Manager: John E Wezenski
Sr. Division Director: Christine E Brisk

3. Background Information

Start of Study: Jan-10-2024

Date Range of Data: Jan-01-2023

Bargaining Unit Hours per Year: 1750

EAS Hours per Year: 1840

Dec-31-2023

4. Other Information

Regional Vice President: Todd S Hawkins Vice President, Proc & Maint Ops: Dane A Coleman

Division Coordinator: HQ MPFR Coordinator:

MPFR Approval Signatures

Transfer From Facility Name and Type: Facility ZIP Code: Finance Number: Current SCF ZIP Code(s):	Burlington VT P&DC 05452 054, 056		
Type of Distribution Consolidated:	Originating		
Transfer To Facility Name and Type: Facility ZIP Code: Finance Number: Current SCF ZIP Code(s):	Hartford CT P&DC 06101 010-012, 060-065, 067	Shape:	Letters and Flats
Transfer To Facility Name and Type: Facility ZIP Code: Finance Number: Current SCF ZIP Code(s):		Shape:	
	at I am accountable for respecting and supporting the integrity of all officia ent, or similar efforts involving the investment and expenditure of funds, as		
TRANSFER FROM FACILITY:			
Plant Manager:	E-SIGNED by ROBERT.J SANDERSON		
Robert J Sanderson	on 2024-04-19 08:20:40 CDT		
Printed Name	Signature		Date
Sr. Division Director:	E-SIGNED by CHRISTINE.E BRISK		
Christine E Brisk	on 2024-04-19 08:08:30 CDT		
Printed Name	Signature		Date
TRANSFER TO FACILITY:			
Plant Manager:	E-SIGNED by JOHN.E WEZENSKI		
John E Wezenski	on 2024-04-19 09:13:26 CDT		
Printed Name	Signature		Date
	E OLONIED I OLIDIOTINE E DDIOK		
Sr. Division Director:	E-SIGNED by CHRISTINE.E BRISK		
Christine E Brisk	on 2024-04-19 08:08:31 CDT		Data
Printed Name	Signature		Date
Printed Name	Signature		Date
Delete d Mary a	Circultura		Data
Printed Name	Signature		Date
REGION:	E CIONED L. T. LLO LL. L.		
Eastern Regional Vice President:	E-SIGNED by Todd.S Hawkins		
Todd S Hawkins	on 2024-04-23 10:54:51 CDT		
Printed Name	Signature		Date
HEADQUARTERS:			
Wine Described Description Co.	E-SIGNED by DANE.A COLEMAN		
Vice President, Proc & Maint Ops:	on 2024-04-23 12:49:36 CDT		
Dane A Coleman			Date
Printed Name	Signature		Date
Comments:			

Executive Summary

Transfer From Facility Name and Type: Burlington VT P&DC

Street Address: 8 New England Drive

City, State: Essex Junction, VT

Current 3D ZIP Code(s): 054, 056

Type of Distribution to Consolidate: Originating

Transfer To Facility Name and Type: Hartford CT P&DC

Current 3D ZIP Code(s): 010-012, 060-065, 067

Transfer To Facility Name and Type:

Current 3D ZIP Code(s):

Miles between facilities:

From Management Complement Tab

From Site A Maintenance Tab

From Logistics Tab

Eastern

Miles between facilities:

Summary of MPFR Analysis

Savings / Costs

Mail Processing Craft Workhour Savings = \$120K - \$160K From Processing Tab

Management Workhour Savings = \$0

Transportation Savings = \$260K - \$350K

Maintenance Savings = \$370K - \$490K

Space Savings = \$0

Total Annual Savings = \$750K-\$1M

Total One-Time Costs = \$0 From One-Time Costs Tab

Total First Year Savings = \$750K-\$1M

Staffing Positions

Net Craft Position Loss = 7 From Craft Complement Tab

Net Management Position Loss = 0 From Management Complement Tab

Service Standard Impacts

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

There will be an expected 598 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

Summary Narrative

Background

The Burlington VT P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCF 054 and 056. The Burlington facility is 107,862 square feet. The Burlington VT P&DC is located 233 miles from the Hartford CT P&DC. The Mail Processing Facility Review (MPFR) proposal to move originating mail from Burlington VT P&DC to Hartford CT 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 Burlington facility is <u>not</u> closing and will remain open and be modernized as a Local Processing Center.

Customer Service Impacts

Business mail acceptance services currently provided at the Burlington 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 estimated 598 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 \$750K and \$1M. There are no projected one-time costs associated with this MPFR.

Savings / Costs		
Mail Processing Craft Workhour Savings	=	\$120K - \$160K
Management Workhour Savings	=	\$0
Transportation Savings	=	\$260K - \$350K
Maintenance Savings	=	\$370K - \$490K
Space Savings	=	\$0
Total Annual Savings	=	\$750K-\$1M
Total One-Time Costs	=	\$0
Total First Year Savings	=	\$750K-\$1M

Mail Processing

The MPFR is projecting an annual mail processing savings between \$120K - \$160K. The Burlington MPFR identified a net reduction of 2 craft positions. Organizational Design will determine the future Hartford CT P&DC Management staffing.

Net Craft Staffing Impacts - Both Sites											
	Burlingto	n P&DC			Hartford	P&DC			Net Im	pacts	
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Not Maint	Net Log	Net Total
-18	-5	Û	-23	16	0	0	16	-2	-5	0	-7

	<u>N et</u> Management Impacts											
П		Burlington	P&DC			Hartford	P&DC			Net Im	pacts	
П	Proce ssing	Maintenance	Logistics	T ofal	Processing	Mainten ance	Logistics	Total	Net Proo	Net Maint	Net Log	Net Total
Ш	0	0	0	0	0	0	0	0	0	0	0	0

Maintenance

The MPFR is projecting an annual maintenance savings between \$370K - \$490K due to supporting different equipment sets. The MPFR identified a net reduction of 5 craft positions. Maintenance staffing packages will be performed after implementation of this MPFR to determine actual impacts.

Transportation

The MPFR shows an annual savings between \$260K – \$350K due to modifying and eliminating existing HCR service. The MPFR has identified no staffing impacts at this.

Space Impacts and One-Time Costs

There is no one-time cost due to equipment relocation costs for this MPFR. Any space in Burlington made available due to the transfer of operations to the Hartford CT P&DC would be evaluated for future utilization.

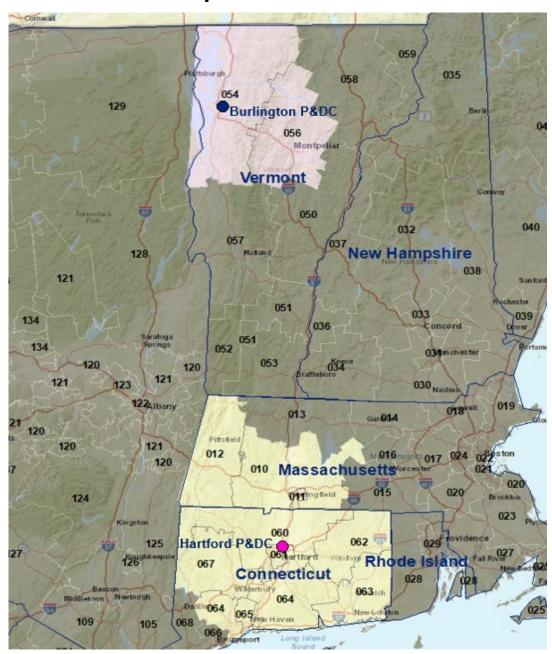
Conclusion

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

The Burlington to Hartford CT P&DC MPFR projects an annual savings between \$750K and \$1M with no proposed one-time costs.

This go-forward plan for the Burlington 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



054, 056 Burlington

010-012, 060-065, 067 Hartford

Craft Complement

	Career Impacts by Craft - Burlington P&DC Only								
Processing (F1) Clerks			Process	ing (F1) Mail H	landlers	Other Car	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	
-9	0	<u>-9</u>	-8	2	<u>-6</u>	<u>-5</u>	<u>0</u>	<u>-20</u>	

This is only the impact to the Burlington facility

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

	Net Craft Staffing Impacts - Both Sites										
	Burlingto	on P&DC		Hartford P&DC			Net Impacts				
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-18	-5	0	-23	16	0	0	16	-2	-5	0	-7

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.	-5				
Total	-7				

Management Complement

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

This is only the impact to the Burlington facility

	Net Management Impacts										
	Burlington	P&DC			Hartford	P&DC			Net Im	pacts	
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
0	0	0	0	0	0	0	0	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

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

Function Hourly Rate F1

OM to Payroll Staffing Condition Report

Run Date: 2/15/2024

	SAP Organizational Management Da	ta	Payroll Form 50 Data					
				Variance				
Occupation		Total	On Rolls	On Rolls -				
Series/Code	Title	Authorized	Count	Authorized	Func	LDC		
	BURLINGTON VT P&DC							
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	3		
23550010	SUPV MAINTENANCE OPERATIONS	1	1	0 3B		35		
Cost Center	Total	8	8	0				

Service Standard Impacts

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

There will be an expected 598 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
FCM	280	0
MKT	20	0
PER	278	0
PKG	20	0
Total	598	0

MPE Inventory

From Facility: Burlington VT P&DC To Facility: Hartford CT P&DC To Facility: 0	
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Data Extraction Date: 02/24/24

	(1)	(2)	(3)
Equipment Type	Current Number	Proposed Number	Difference
ADUS			0
AFCS	1	0	(1)
AFCS 200			0
AFSM100	1	1	0
APBS			0
APPS			0
CIOSS			0
DBCS	3	3	0
DIOSS	1	0	(1)
HOPS			0
HSTS			0
HSUS			0
LCREM			0
LCTS			0
LCUS			0
PSM			0
RCS			0
SIPS			0
SPSS			0
USS			0
PIV			0
VFS	1	0	(1)
(enter as needed)			0

	(4)	(5)	(6)
Equipment Type	Current Number	Proposed Number	Difference
ADUS	1	1	0
AFCS			0
AFCS 200	8	8	0
AFSM100	2	2	0
APBS			0
APPS			0
CIOSS	2	2	0
DBCS	30	30	0
DIOSS	4	4	0
HOPS			0
HSTS			0
HSUS			0
LCREM			0
LCTS			0
LCUS			0
PSM			0
RCS	6	6	0
SIPS			0
SPSS			0
USS			0
PIV			0
VFS			0
(enter as needed)			0

	(7)	(8)	(9)
Equipment Type	Current Number	Proposed Number	Difference
ADUS			0
AFCS			0
AFCS 200			0
AFSM100			0
APBS			0
APPS			0
CIOSS			0
DBCS			0
DIOSS			0
HOPS			0
HSTS			0
HSUS			0
LCREM			0
LCTS			0
LCUS			0
PSM			0
RCS			0
SIPS			0
SPSS			0
USS			0
PIV			0
VFS			0
			0

(10)	(11)
Excess Equipment	Relocation Costs
0	
1	
0	
0	
0	
0	
0	
0	
1	
0	
0	
0	
0	
0	
0	
0	
0	
0	
0	
0	
0	
1	
0	
	\$0

	Mail Processing Equipment Relocation Costs:	\$0	(This number is carried forward to One-Time Costs)	
(12) Notes:				

Customer Service Analysis

Transfer From Facility: Burlington VT P&DC

	git ZIP Code(s): 054, 0 Extraction Date: 02/2								
Juliu .			ZIP Code: 054	3-Digit ZIP	Code: 056	3-Digit Z	IP Code:	3-Digit ZI	P Code:
			Current	Curr			rent	Curi	
1. Collection Po	oints	Mon F	ri. Sat.	Mon Fri.	Sat.	Mon Fri.	Sat.	Mon Fri.	Sat.
	Number picked up befor	e 1 p.m. 100	214	44	136				
N	lumber picked up between	1-5 p.m. 221	106	112	29				
	Number picked up afte	er 5 p.m. 31	0	2	0				
	Total Number of Collectio	n Points 352	320	158	165				
2. How many co	ollection boxes are des	signated for "local	delivery"?		0				
3. How many "le	ocal delivery" boxes w	ill be removed as	a result of MPFR	?	0				
4. Delivery Perf	ormance Report	ME-N	IH-VT District	_					
		Quarter/F]					
	% Carriers returning after								
		QTR2/FY		-					
		QTR3/FY							
		QTR4/FY	23 40.6%	J					
5. Retail Unit In	side Transfer From Fa	cility (Window Ser	vice Times)		6.	Business (Bu	ılk) Mail Acce	ptance Hours	
	Current		Proposed	1		•	rent		osed
	Start E	ind Start	End	1		Start	End	Start	End
Monday	N/A N	I/A N/A	N/A	1	Monday	10:00	18:00	10:00	18:00
Tuesday	N/A N	I/A N/A	N/A	1	Tuesday	10:00	18:00	10:00	18:00
Wednesday	N/A N	I/A N/A	N/A	1	Wednesday	10:00	18:00	10:00	18:00
Thursday		I/A N/A	N/A	1	Thursday	10:00	18:00	10:00	18:00
Friday		I/A N/A	N/A	1	Friday		18:00	10:00	18:00
Saturday		I/A N/A	N/A	1	Saturday	Closed	Closed	Closed	Closed
7. Can custome	ers obtain a local postr	nark in accordanc	e with applicable	policies in the	Postal Opera	tions Manual	?	Y	es
8. Notes:									
		LOT DADO							
	er To Facility: Hartfo	ord CT P&DC							
Transf	er To Facility: <u> - </u>				_				
9. What postma	rk will be printed on c	ollection mail?							
		Lir	ne 1						
		Lir	ne 2						

One-Time Costs

MPE Relocation Costs

Building Modifications

Prep on Workroom Floor

Employee Relocation

Total \$0

Estimated One-Time Cost \$0

Processing

	BURLINGTO	ON VT P&DC	
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			23
Flats			10
Packages			4
Other			23
Grand Total			60

		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			6,434	17
Flats			4,955	7
Packages			3,351	3
Other			2,760	15
Grand Total				42
			Current On Rolls	59
			Impact	(17)

Mail Mix	Volume Moving	Current Efficiency Index (EI) for Volume Moving		15% El Imp. @ Transfer To Facility	Volume Moving @ 15% EI WH Imp. = Future Workhours @ Transfer To Facility	FTEs @ 15% El Imp. @ Transfer To Facility	NAW FACILITY	\$ Savings
Letters		9,916	6	11,403		5	(1)	\$ 99,041
Flats		5,487	3	6,310		3	-	\$ -
Packages		378	1	435		1	•	\$ -
Other		2,575	8	2,961		7	(1)	\$ 99,041
Grand Total			18			16	(2)	\$ 198,083

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

Major MPE Equipment List						
quipment	Current Count	Future Count				
AAA .						
ADUS						
AFCS200	1	0				
AFSM100	1	1				
AFTL	1	1				
	'	<u>'</u>				
AFTU						
AGV_UP						
NAFSM	1	1				
APBS						
\PPS						
ASD DA	1	1				
_	'	<u>'</u>				
ATSIIATSU						
ATU	1	1				
BCS						
BDS	1	0				
CBS						
CFPS						
CFS_DACFS_FACFS						
CIOSS						
COMPACTCOMPACT						
CONTLCONTU	2	2				
CVY		_				
DBCS	3	3				
DIOSS	1	0				
OPRCRCULL						
EAA						
ELEC EPPS						
EPPS FMPCS						
RESFRES	1	1				
RS		<u> </u>				
-RS HDUMP	2	2				
HOPS						
HSTS						
JCAFSM						
-AN	1	1				
-AN -CREM	'	'				
CTSLCTSLCTS						
CUS						
_MS						
MaRS						
MSWYB	2	2				
PARSPARS_ABPARS						
PIVMS						
PRS						
PSM						
RBUS						
RCS						
SDUS/SIPS						
SPSS						
JSS						
/FS	1	0				
010 Conveyor Length						
ray Transport Systen						

	Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total	
BURLINGTON VT PDC	2	12	1	7	1	23	l

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
BURLINGTON VT PDC	\$301,836	\$1,504,995	\$126,522	\$703,429	\$113,256	\$2,750,038

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$2,448,202
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$301,836
Total Annual Cost	\$2,750,038

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			0	0	\$0
36			-7132	-4	-\$501,665
37			0	0	\$0
38			0	0	\$0
39			-1783	-1	-\$113,256
Grand Total			-8915	-5	-\$614,921

IV. <u>Productive Workyear Factors</u>

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, 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

		Future				
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
BURLINGTON VT PDC	2	8	1	7	0	18

		Future Cost				
BURLINGTON VT PDC	\$301,836	\$1,003,330	\$126,522	\$703,429	\$0	\$2,135,117
Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$1,833,281					

Total Maintenance EAS x 1783 Hrs x LDC
Labor Rate

Total Annual Cost

\$1,033,261

\$301,836

\$2,135,117

Savings			
Maintenance Craft Work Hour Savings	\$614,921		
Maintenance EAS Work Hour Savings	\$0		
	\$614.921		

Maintenance EAS Work Hour Savings \$0

Total Annual Savings \$614,921

Craft

Total Employee Reduction -5 -5 Craft Range \$370K - \$490K

\$\$\$/FTE	(\$122,984.21)

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
054AJ HCR						(\$641,053.92)
054FA HCR						(\$310,090.20)
New HCR						\$514,168.20
Grand Total						(\$436,975.92)

Estimated Savings Range	\$260K - \$350K
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0 Net Craft Impacts