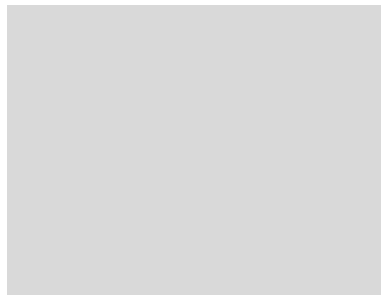


# MPFR Data Entry Page

## 1. "Transfer From" Facility Information

**Type of Distribution Consolidated:** Originating  
**Facility Name & Type:** Quad Cities P&DC  
**Street Address:** 7700 68th St  
**City:** Milan  
**State:** IL  
**5D Facility ZIP Code:** 61264  
**Retail & Delivery District:** Illinois 2  
**Retail & Delivery Area:** Central  
**Finance Number:** [REDACTED]  
**Current 3D ZIP Code(s):** 526-528, 612  
**Shape:** Letters, Flats, Parcels  
**Miles to "Transfer To" Facility:** 176  
**Processing Region:** Eastern  
**Processing Division:** Westshores  
**Plant Manager:** Laura Zambrano (A)  
**Sr. Division Director:** Frank D. Veal



## 2. "Transfer To" Facility Information

**Facility Name & Type:** Des Moines IA P&DC  
**Street Address:** 1165 2nd Ave  
**City:** Des Moines  
**State:** IA  
**5D Facility ZIP Code:** 50318  
**Retail & Delivery District:** IA-NE-SD  
**Retail & Delivery Area:** Central  
**Finance Number:** [REDACTED]  
**Current 3D ZIP Code(s):** 500-503, 505, 508-509, 514, 525  
**Shape:** Letters, Flats, Parcels  
**Processing Region:** Western  
**Processing Division:** Midwest  
**Plant Manager:** Reece Steelman (A)  
**Sr. Division Director:** Kathy J. Hand

## 3. Background Information

**Start of Study:** Jan-10-2024  
**Date Range of Data:** Jan-01-2023 Dec-31-2023  
**Bargaining Unit Hours per Year:** 1750  
**EAS Hours per Year:** 1840

## 4. Other Information

**Regional Vice President:** Todd S. Hawkins John DiPeri  
**Vice President, Proc & Maint Ops:** Dane A. Coleman  
**Division Coordinator:** [REDACTED]  
**HQ MPFR Coordinator:** [REDACTED]

# MPFR Approval Signatures

Transfer From Facility Name and Type: Quad Cities P&DF  
 Facility ZIP Code: 61264  
 Finance Number: ██████████  
 Current SCF ZIP Code(s): 526-528, 612

Type of Distribution Consolidated: Originating

Transfer To Facility Name and Type: Des Moines IA P&DC  
 Facility ZIP Code: 50318  
 Finance Number: ██████████  
 Current SCF ZIP Code(s): 500-503, 505, 508-509, 514, 525

Shape: Letters and Flats

Transfer To Facility Name and Type:   
 Facility ZIP Code:   
 Finance Number:   
 Current SCF ZIP Code(s):

Shape:

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:**

**Plant Manager:**

**Laura Zambrano (A)**

Printed Name

E-SIGNED by Laura Zambrano  
 on 2024-02-29 20:15:50 EST

Signature

Date

**Westshores Sr. Division Director**

**Frank D. Veal**

Printed Name

E-SIGNED by FRANK.D VEAL  
 on 2024-02-29 11:54:29 EST

Signature

Date

**TRANSFER TO FACILITY:**

**Plant Manager:**

**Reece Steelman (A)**

Printed Name

E-SIGNED by Reece.L Steelman  
 on 2024-03-20 14:01:33 EDT

Signature

Date

**Plant Manager:**

Printed Name

Signature

Date

**Midwest Sr. Division Director:**

**Kathy J. Hand**

Printed Name

E-SIGNED by KATHY.J HAND  
 on 2024-02-29 10:23:09 EST

Signature

Date

**REGION:**

**Eastern Regional Vice President:**

**Todd S Hawks**

Printed Name

E-SIGNED by Todd.S Hawkins  
 on 2024-04-01 18:55:25 GMT

Signature

Date

**Western Regional Vice President:**

**John DiPeri**

Printed Name

E-SIGNED by JOHN.J DIPERI  
 on 2024-04-02 03:08:27 GMT

Signature

Date

**Headquarters:**

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

**Dane A. Coleman**

Printed Name

E-SIGNED by DANE.A COLEMAN  
 on 2024-04-02 03:15:43 GMT

Signature

Date

Comments: \_\_\_\_\_

# Executive Summary

**Transfer From Facility Name and Type:** Quad Cities P&DC

**Street Address:** 7700 68th St

**City, State:** Milan, IL

**Current 3D ZIP Code(s):** 526-528, 612

**Type of Distribution to Consolidate:** Originating

**Transfer To Facility Name and Type:** Des Moines IA P&DC

**Current 3D ZIP Code(s):** 500-503, 505, 508-509, 514, 525

**Miles between facilities:** 176

**Transfer To Facility Name and Type:** 0

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

**Miles between facilities:** 0

## Summary of MPFR Analysis

### Savings / Costs

Mail Processing Craft Workhour Savings = \$240K-\$320K

Management Workhour Savings = \$180K - \$240K

Transportation Savings = (\$50K-\$70K)

Maintenance Savings = \$600K-\$800K

Space Savings = \$0

**Total Annual Savings = \$970K-\$1.3M**

**Total One-Time Costs = \$0**

**Total First Year Savings = \$970K-\$1.3M**

### Staffing Positions

Net Craft Position Loss = 12

Net Management Position Loss = 2

### Service Standard Impacts

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

There will be an expected 144 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

# Summary Narrative

## Background

The Quad Cities P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCF 526-528, 612. Quad Cities facility is 163,403 square feet. The Quad Cities facility is located 176 miles from the Des Moines Processing and Distribution Center (PDC). The Mail Processing Facility Review (MPFR) proposal to move originating mail from Quad Cities P&DC to Des Moines 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 Quad Cities 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 Quad Cities facility would not change due to the MPFR implementation. A local postmark is still available at a retail service counter.

There are no changes to collection box times.

## Service Standard Impacts

There will be no changes to Service Standards due to this MPFR. There will be an expected 144 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 \$970K to \$1.3M.

Savings / Costs			
Mail Processing Craft Workhour Savings	=	\$240K	-\$320K
Management Workhour Savings	=	\$180K	-\$240K
Transportation Savings	=	(\$50K)	-\$70K
Maintenance Savings	=	\$600K	-\$800K
Space Savings	=	\$0	
<b>Total Annual Savings</b>	=	<b>\$970K</b>	<b>-\$1.3M</b>
<b>Total One-Time Costs</b>	=	<b>\$0</b>	
<b>Total First Year Savings</b>	=	<b>\$970K</b>	<b>-\$1.3M</b>

## Mail Processing Employee Impacts

The Quad Cities P&DC MPFR identified a net reduction of 4 craft positions and 1 management position. Organization Design will determine the future Des Moines P&DC management staffing.

Net Craft Staffing Impacts - Both Sites											
Quad Cities P&DC				Des Moines P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-33	-8	0	-41	29	0	0	29	-4	-8	0	-12

Net Management Impacts											
Quad Cities P&DC				Des Moines P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-1	-2	0	-3	1	0	0	1	0	-2	0	-2

## Maintenance

The MPFR is projecting an annual maintenance savings of \$180K to \$240K due to supporting different equipment sets. The MPFR identified a net reduction of 8 craft positions and 2 management positions.

## Transportation

The MPFR shows an annual cost of between \$50K to \$70K due to modifying and eliminating existing HCR service. The MPFR has identified no staffing impacts at this time.

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

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

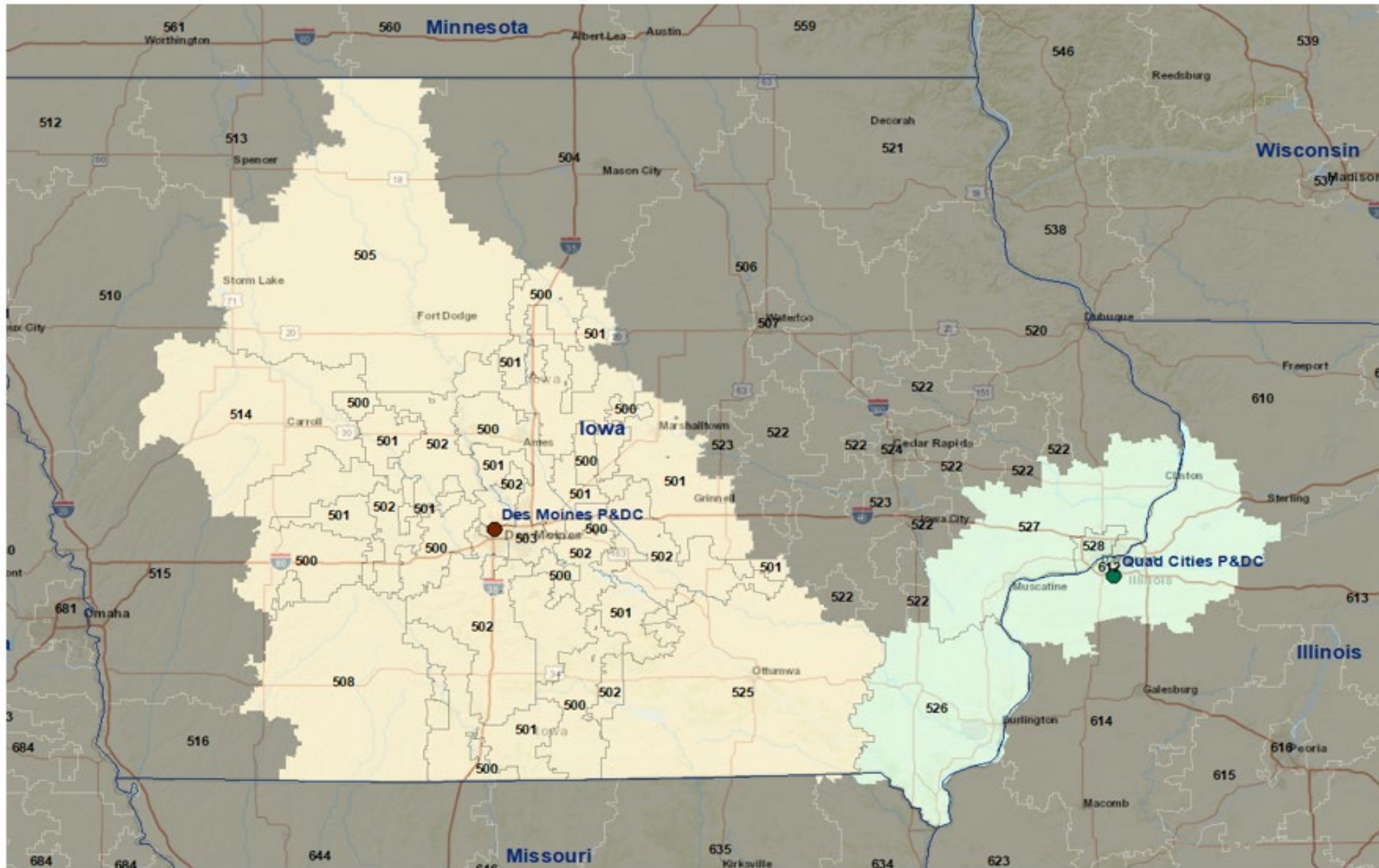
## **Conclusion**

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

The Quad Cities P&DC to Des Moines P&DC MPFR projects an annual savings of \$970K to \$1.3M with no proposed one-time costs.

This go-forward plan for the Quad Cities 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



526-528, 612 Quad Cities

500-503, 505, 508-509, 514, 525 Des Moines

## Craft Complement

Career Impacts by Craft - Quad Cities P&DC 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)	Maintenance Impact	Logistics Impact	All Craft Impacts
-19	8	-11	-14	6	-8	-8	0	-27

This is only the impact to the Quad Cities facility

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

Net Craft Staffing Impacts - Both Sites											
Quad Cities P&DC				Des Moines P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-33	-8	0	-41	29	0	0	29	-4	-8	0	-12

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.	-4
F3A Logistics	0
F3B Maint.	-8
<b>Total</b>	<b>-12</b>



# Management Complement

Management Impacts - Quad Cities Only			
Quad Cities P&DC			
Processing	Maintenance	Logistics	Total
-1	-2	0	-3

This is only the impact to the Quad Cities facility

Net Management Impacts											
Quad Cities P&DC				Des Moines P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-1	-2	0	-3	1	0	0	1	0	-2	0	-2

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	\$0
F3A Logistics	0	\$0
F3B Maint.		
<b>Total</b>		
Estimated Savings Range		<b>\$180K - \$240K</b>

Function      Hourly Rate  
 F1              ■

### OM to Payroll Staffing Condition Report

Run Date: 1/10/2024

SAP Organizational Management Data	Payroll Form 50 Data
------------------------------------	----------------------

Occupation Series/Code	Title	Total Authorized	On Rolls Count	Variance On Rolls - Authorized	Func	LDC
23020038	QUAD CITIES IL P&DC PLANT MANAGER	1	1	0	8	80
23150087	MGR DISTRIBUTION OPERATIONS (SDA)	3	2	-1	1	10
16407040	MGR MAINTENANCE	1	1	0	3B	35
23150106	PROCESSING SUPPORT SPECIALIST	2	2	0	0	3
23150066	SUPV DISTRIBUTION OPERATIONS	2	2	0	1	10
23550010	SUPV MAINTENANCE OPERATIONS	2	2	0	3B	35
23550022	SUPV MAINTENANCE SUPPORT	1	1	0	3B	35
Cost Center	Total	12	11	-1		

## Service Standard Impacts

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

There will be an expected 144 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
GAL	0	0
FCM	69	0
PER	57	0
MKT	9	0
PKG	9	0
GAH	0	0
<b>Total</b>	<b>144</b>	<b>0</b>

# MPE Inventory

From Facility: Quad Cities P&DC

To Facility: Des Moines IA P&DC

To Facility: 0

Data Extraction Date: 01/12/24

	(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	4	4	0
DIOSS	2	0	(2)
HOPS			0
HSTS			0
HSUS			0
LCREM			0
LCTS			0
LCUS	1	1	0
PSM			0
RCS			0
SIPS			0
SPSS			0
USS			0
PIV			0
(enter as needed)			0
(enter as needed)			0

	(4) Current Number	(5) Proposed Number	(6) Difference
ADUS			0
AFCS			0
AFCS 200	3	3	0
AFSM100	2	2	0
APBS	1	1	0
APPS			0
CIOSS	2	2	0
DBCS	9	9	0
DIOSS	5	5	0
HOPS			0
HSTS			0
HSUS			0
LCREM	1	1	0
LCTS	2	2	0
LCUS			0
PSM			0
RCS			0
SIPS			0
SPSS			0
USS			0
PIV			0
MaRS			0
FRS			0

	(7) Current Number	(8) Proposed Number	(9) 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
MaRS			0
FRS			0

(10) Excess Equipment	(11) Relocation Costs
0	
2	
0	
0	
0	
0	
0	
2	
0	
0	
0	
0	
0	
0	
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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: Quad Cities P&DC

Current 3-Digit ZIP Code(s): 526-528, 612  
 Data Extraction Date: 01/12/24

**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: 526		3-Digit ZIP Code: 527		3-Digit ZIP Code: 528		3-Digit ZIP Code: 612	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
31	59	22	78	4	4	3	5
71	37	78	31	34	10	2	2
15	5	40	18	13	5	7	0
117	101	140	127	51	19	12	7

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**

**Illinois 2 District**

% Carriers returning after 1700

Quarter/FY	Percent
Q1 2024	40.5%
Q4 2023	36.8%
Q3 2023	35.5%
Q2 2023	36.4%

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

	Current		Proposed	
	Start	End	Start	End
Monday	N/A	N/A	N/A	N/A
Tuesday	N/A	N/A	N/A	N/A
Wednesday	N/A	N/A	N/A	N/A
Thursday	N/A	N/A	N/A	N/A
Friday	N/A	N/A	N/A	N/A
Saturday	N/A	N/A	N/A	N/A

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

	Current		Proposed	
	Start	End	Start	End
Monday	10:00	17:30	10:00	17:30
Tuesday	10:00	17:30	10:00	17:30
Wednesday	10:00	17:30	10:00	17:30
Thursday	10:00	17:30	10:00	17:30
Friday	10:00	17:30	10:00	17:30
Saturday	NA	NA	NA	NA

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

8. Notes: Local Post Office is Milan APO, 111 3rd St W, Milan IL 61264

Transfer To Facility: Des Moines IA P&DC - Letters, Flats, Parcels

Transfer To Facility: -

**9. What postmark will be printed on collection mail?**

Line 1 \_\_\_\_\_  
 Line 2 \_\_\_\_\_

# One-Time Costs

MPE Relocation Costs

Building Modifications

Prep on Workroom Floor

Employee Relocation

Total \$0

Estimated One-Time Cost \$0

# Processing

QUAD CITIES IL P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			35
Flats			11
Packages			21
Other			33
<b>Grand Total</b>			<b>100</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			8,014	27
Flats			9,068	9
Packages			6,207	6
Other			3,221	25
<b>Grand Total</b>				<b>67</b>

Current On Rolls 116  
Impact (33)

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			4,955	8	5,698		7	(1)	\$ 99,041
Flats			12,140	2	13,961		2	-	\$ -
Packages			2,663	15	3,063		13	(2)	\$ 198,083
Other			2,995	8	3,445		7	(1)	\$ 99,041
<b>Grand Total</b>				<b>33</b>			<b>29</b>	<b>(4)</b>	<b>\$ 396,165</b>

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

**Maintenance**

Major MPE Equipment List		
Equipment	Current Count	Future Count
AAA	1	1
ADUS	2	0
AFC5200	1	1
AFSM100AFSM100	1	1
AFTL	1	1
AFTU		
AGV_UP		
AIAFSM	1	1
APBS		
APPS		
ASD_DA	4	4
ATSIATSU		
ATU		
BDS	3	0
BDS		
CBS		
CFPS		
CFS DACFS FACFS		
CIOSS		
COMPACTCOMPACT		
CONTLCONTU	3	3
CVY		
DBCS	4	4
DISS	2	0
DIPORCULI		
EAA	1	0
ELEC		
EPSS		
FMPCS		
FRESFRES	1	1
FRS		
HOUIMP	2	2
HOPS		
HSTS		
IACAFSM	1	0
LAN	1	1
LCREM		
LCTSLCTSLCTS		
LCUS	1	1
LMS		
MaRS		
MSWYB	3	3
PARSPARS ABPARS		
PVMS		
PRS	1	1
PSM		
RBUS		
RCS		
SDUS/SIPS		
SPSS		
USS		
VFS	2	0
O10 Conveyor Length		
Tray Transport System Length		
Parcel Feed System (incl sack conveyor)		

Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
QUAD CITIES IL PDC	4	19	2	12	1	38

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
QUAD CITIES IL PDC	\$603,672	\$2,382,908	\$253,043	\$1,205,879	\$113,256	\$4,558,759

<b>Total Maintenance Craft x 1799 Hrs x LDC Labor Rate</b>	<b>\$3,955,086</b>
<b>Total Maintenance EAS x 1783 Hrs x LDC Labor Rate</b>	<b>\$603,672</b>
<b>Total Annual Cost</b>	<b>\$4,558,759</b>

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			-3598	-2	-\$201,836
36			-14264	-8	-\$1,003,130
37			0	0	\$0
38			0	0	\$0
39			0	0	\$0
<b>Grand Total</b>			<b>-17862</b>	<b>-10</b>	<b>-\$1,305,166</b>

**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, service-wide costs, and applicable lump sum payments.

The site where the latest Workhour Rates Memo is located can be accessed using the following link: <https://blue.usps.gov/cape/page2.htm>

Future						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
QUAD CITIES IL PDC	2	11	2	12	1	28

Future Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
QUAD CITIES IL PDC	\$301,836	\$1,379,576	\$253,043	\$1,205,879	\$113,256	\$3,253,593

<b>Total Maintenance Craft x 1799 Hrs x LDC Labor Rate</b>	<b>\$2,951,757</b>
<b>Total Maintenance EAS x 1783 Hrs x LDC Labor Rate</b>	<b>\$301,836</b>
<b>Total Annual Cost</b>	<b>\$3,253,593</b>

Savings	
Maintenance Craft Work Hour Savings	\$1,003,330
Maintenance EAS Work Hour Savings	\$301,836
<b>Total Annual Savings</b>	<b>\$1,305,166</b>

<b>Total Employee Reduction</b>	<b>-10</b>
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<b>Estimated Savings Range</b>	<b>\$600K-\$800K</b>
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<b>\$\$\$/FTE</b>	<b>(\$130,516.60)</b>
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Note: 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
381Z1 HCR						(\$343,516.44)
45213 HCR						\$36,635.70
48312 HCR						\$70,621.92
500AQ HCR						\$263,844.93
500FE HCR						(\$74,360.65)
500M2 HCR						(\$13,898.89)
500P0 HCR						\$87,172.91
500SE HCR						\$272,073.58
506L4 HCR						(\$121,303.61)
527A0 HCR						\$116,146.23
602Y4 HCR						(\$159,697.12)
61290 HCR						(\$369,842.81)
612L6 HCR						\$133,007.47
614L2 HCR						\$139,956.00
650D7 HCR						\$48,207.32
<b>Grand Total</b>						<b>\$85,046.54</b>

<b>Estimated Savings Range</b>	<b>(\$50K-\$70K)</b>
--------------------------------	----------------------

0 Net Craft Impacts