

# MPFR Data Entry Page

## 1. "Transfer From" Facility Information

**Type of Distribution Consolidated:** Originating  
**Facility Name & Type:** White River Junction VT P&DC  
**Street Address:** 195 Sykes Mountain Avenue  
**City:** White River Junction  
**State:** VT  
**5D Facility ZIP Code:** 05001  
**Retail & Delivery District:** ME-NH-VT  
**Retail & Delivery Area:** Atlantic  
**Finance Number:** [REDACTED]  
**Current 3D ZIP Code(s):** 035-037, 050-053, 057-059  
**Shape:** Letters and Flats  
**Miles to "Transfer To" Facility:** 144  
**Processing Region:** Eastern  
**Processing Division:** New England  
**Plant Manager:** Junior N Kayembe  
**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:** [REDACTED]  
**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 Dec-31-2023  
**Bargaining Unit Hours per Year:** 1750  
**EAS Hours per Year:** 1840

## 4. Other Information

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

# MPFR Approval Signatures

Transfer From Facility Name and Type: White River Junction VT P&DC  
Facility ZIP Code: 05001  
Finance Number: [REDACTED]  
Current SCF ZIP Code(s): 035-037, 050-053, 057-059

Type of Distribution Consolidated: Originating

Transfer To Facility Name and Type: Hartford CT P&DC  
Facility ZIP Code: 06101  
Finance Number: [REDACTED]  
Current SCF ZIP Code(s): 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:

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:

E-SIGNED by JUNIOR.N KAYEMBE  
on 2024-05-02 08:39:28 CDT

Junior N Kayembe

Printed Name

Signature

Date

New England Sr. Division Director

Christine E Brisk

Printed Name

E-SIGNED by CHRISTINE.E BRISK  
on 2024-05-03 10:26:25 CDT

Signature

Date

TRANSFER TO FACILITY:

Plant Manager:

E-SIGNED by JOHN.E WEZENSKI  
on 2024-05-03 09:43:29 CDT

John E Wezenski

Printed Name

Signature

Date

New England Sr. Division Director:

Christine E Brisk

Printed Name

E-SIGNED by CHRISTINE.E BRISK  
on 2024-05-03 10:26:26 CDT

Signature

Date

Printed Name

Signature

Date

Printed Name

Signature

Date

REGION:

Eastern Regional Vice President:

E-SIGNED by Todd.S Hawkins  
on 2024-05-03 15:33:19 CDT

Todd S Hawkins

Printed Name

Signature

Date

HEADQUARTERS:

Vice President, Proc & Maint Ops:

E-SIGNED by DANE.A COLEMAN  
on 2024-05-04 20:48:25 CDT

Dane A Coleman

Printed Name

Signature

Date

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

# Executive Summary

**Transfer From Facility Name and Type:** White River Junction VT P&DC

**Street Address:** 195 Sykes Mountain Avenue

**City, State:** White River Junction, VT

**Current 3D ZIP Code(s):** 035-037, 050-053, 057-059

**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:** 0

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

**Miles between facilities:** 144

**Miles between facilities:** 0

## Summary of MPFR Analysis

### Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$60K - \$80K</u>	From Processing Tab
Management Workhour Savings =	<u>\$90K - \$120K</u>	From Management Complement Tab
Transportation Savings =	<u>\$260K - \$340K</u>	From Logistics Tab
Maintenance Savings =	<u>\$300K - \$400K</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
<b>Total Annual Savings =</b>	<u><b>\$710K - \$940K</b></u>	
<b>Total One-Time Costs =</b>	<u><b>\$0</b></u>	From One-Time Costs Tab
<b>Total First Year Savings =</b>	<u><b>\$710K - \$940K</b></u>	

### Staffing Positions

Net Craft Position Loss =	<u>5</u>	From Craft Complement Tab
Net Management Position Loss =	<u>1</u>	From Management Complement Tab

### Service Standard Impacts

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

There will be an expected 2900 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

# Summary Narrative

## Background

The White River Junction VT P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCF 035-037, 050-053, and 057-059. The White River Junction facility is 76,906 square feet. The White River Junction VT P&DC is located 144 miles from the Hartford CT P&DC. The Mail Processing Facility Review (MPFR) proposal to move originating mail from White River Junction 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 White River Junction facility is not closing and will remain open and be modernized as a Local Processing Center.

## Customer Service Impacts

Business mail acceptance services currently provided at the White River Junction 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 2900 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 \$710K and \$940K. There are no projected one-time costs associated with this MPFR.

<b>Savings / Costs</b>			
Mail Processing Craft Workhour Savings	=	\$60K - \$80K	
Management Workhour Savings	=	\$90K - \$120K	
Transportation Savings	=	\$260K - \$340K	
Maintenance Savings	=	\$300K - \$400K	
Space Savings	=	\$0	
<b>Total Annual Savings</b>	=	<b>\$710K - \$940K</b>	
<b>Total One-Time Costs</b>	=	\$0	
<b>Total First Year Savings</b>	=	<b>\$710K - \$940K</b>	

## Mail Processing

The MPFR is projecting an annual mail processing savings between \$60K - \$80K. The White River Junction MPFR identified a net reduction of 1 craft position and 0 management position. Organizational Design will determine the future Hartford CT P&DC Management staffing.

<b>Net Craft Staffing Impacts - Both Sites</b>											
White River Junction P&DC				Hartford P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-18	-4	0	-22	17	0	0	17	-1	-4	0	-5

<b>Net Management Impacts</b>											
White River Junction P&DC				Hartford P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
0	-1	0	-1	0	0	0	0	0	-1	0	-1

## Maintenance

The MPFR is projecting an annual maintenance savings between \$300K - \$400K due to supporting different equipment sets. The MPFR identified a net reduction of 4 craft positions and 1 management position. Maintenance staffing packages will be performed after implementation of this MPFR to determine actual impacts.

## **Transportation**

The MPFR shows an annual savings between \$260K - \$340K 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 White River Junction made available due to the transfer of operations to the Hartford CT P&DC would be evaluated for future utilization.

## **Conclusion**

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

The White River Junction to Hartford CT P&DC MPFR projects an annual savings between \$710K and \$940K with no proposed one-time costs.

This go-forward plan for the White River Junction 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



035-037, 050-053, 057-059 White River Junction

010-012, 060-065, 067 Hartford

## Craft Complement

Career Impacts by Craft - White River Junction 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
-5	3	-2	-13	0	-13	-4	0	-19

This is only the impact to the White River Junction facility

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

Net Craft Staffing Impacts - Both Sites											
White River Junction P&DC				Hartford P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-18	-4	0	-22	17	0	0	17	-1	-4	0	-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 Craft Impacts	
F1 Mail Proc.	-1
F3A Logistics	0
F3B Maint.	-4
<b>Total</b>	<b>-5</b>



# Management Complement

Management Impacts - White River Junction Only			
White River Junction P&DC			
Processing	Maintenance	Logistics	Total
0	-1	0	-1

This is only the impact to the White River Junction facility

Net Management Impacts											
White River Junction P&DC				Hartford P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
0	-1	0	-1	0	0	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 Management Impacts	Management Savings \$
F1 Proc.	0	
F3A Logistics	0	
F3B Maint.	-1	
<b>Total</b>	<b>-1</b>	
Estimated Savings Range		<b>\$90K - \$120K</b>

Function	Hourly Rate
F1	

### OM to Payroll Staffing Condition Report

Run Date: 3/12/2024

SAP Organizational Management Data	Payroll Form 50 Data
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Occupation Series/Code	Title	Total Authorized	On Rolls Count	Variance On Rolls - Authorized	Func	LDC
	WHITE RIVER JUNC VT P					
23020038	PLANT MANAGER	1	1	0	8	80
23150067	MGR DISTRIBUTION OPERATIONS	3	3	0	1	10
16407040	MGR MAINTENANCE	1	1	0	3B	35
23150106	PROCESSING SUPPORT SPECIALIST	2	2	0	0	3
23550010	SUPV MAINTENANCE OPERATIONS	1	1	0	3B	35
23550022	SUPV MAINTENANCE SUPPORT	1	1	0	3B	35
Cost Center	Total	9	9	0		

## Service Standard Impacts

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

There will be an expected 2900 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
FCM	1380	0
MKT	100	0
PER	1320	0
PKG	100	0
<b>Total</b>	<b>2900</b>	<b>0</b>



# Customer Service Analysis

Transfer From Facility: White River Junction VT P&DC

Current 3-Digit ZIP Code(s): 035-037, 050-053, 057-059

Data Extraction Date: 03/12/24

## 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: 035-037		3-Digit ZIP Code: 050-053		3-Digit ZIP Code: 057-059		3-Digit ZIP Code:	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
135	239	154	370	154	348		
134	41	255	39	225	12		
62		72	5	37	7		
331	280	481	414	416	367	0	0

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

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

## 4. Delivery Performance Report

% Carriers returning after 1700

ME-NH-VT District	
Quarter/FY	Percent
QTR1/FY23	40.6%
QTR2/FY23	38.6%
QTR3/FY23	36.4%
QTR4/FY23	39.3%

## 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	9:00	15:00	9:00	15:00
Tuesday	9:00	15:00	9:00	15:00
Wednesday	9:00	15:00	9:00	15:00
Thursday	9:00	15:00	9:00	15:00
Friday	9:00	15:00	9:00	15:00
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: Hartford CT P&DC - Letters and Flats

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

WHITE RIVER JUNCTION VT P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			23
Flats			11
Packages			1
Other			46
<b>Grand Total</b>			<b>81</b>

Mail Mix	Future Workload Content @ Current Facility	Current Workhours Used for Remaining Volume	FY23 YTD workhour rate	
			Current Efficiency Index (EI) for Remaining Volume	Current FTEs for Remaining Volume
Letters			7,501	20
Flats			7,145	9
Packages			4,081	-
Other			2,079	34
<b>Grand Total</b>				<b>63</b>
Current On Rolls				89
Impact				(18)

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			7,526	3	8,655		3	-	\$ -
Flats			6,294	2	7,238		2	-	\$ -
Packages			558	1	641		1	-	\$ -
Other			952	12	1,095		11	(1)	\$ 99,041
<b>Grand Total</b>				<b>18</b>			<b>16</b>	<b>(1)</b>	<b>\$ 99,041</b>

Estimated Savings Range	<b>\$60K - \$80K</b>
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**Maintenance**

Major MPE Equipment List		
Equipment	Current Count	Future Count
AAA		
ADUS		
AFCS200	1	0
AFSM100AFSM100	1	1
AFTL		
AFTU		
AGV_UP		
AIAFSM	1	1
APBS		
APPS		
ASD_DA	2	2
ATSIATSU	1	1
ATU	1	1
BCS		
BDS	2	0
CBS		
CFPS		
CFS_DACFS_FACFS		
CROSS		
COMPACTCOMPACT		
CONTLCONTU		
CVY		
DBCS	2	2
DIOSS	2	1
DPRCRULL		
EAA	1	0
ELEC		
EPSS		
FMPCS		
FRESFRES	2	2
FRS		
HDUMP	1	1
HOPS		
HSTS		
LCAFSM	1	0
LAN	1	1
LCREM	1	1
LCTSLCTSLCTS	1	1
LCUS		
LMS		
MaRS		
MSWYB	2	2
PARSPARS_ABPARS		
PIVMS		
PRS		
PSM		
RBUS		
RCS		
SDUS/SIPS		
SPSS		
USS		
VFS		
010 Conveyor Length		
Tray Transport System Length		

Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
WHITE RIVER JUNC VT PDC	3	15	2	9	1	30

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
WHITE RIVER JUNC VT PDC	\$452,754	\$1,881,243	\$253,043	\$904,409	\$113,256	\$3,604,706

<b>Total Maintenance Craft x 1799 Hrs x LDC Labor Rate</b>	<b>\$3,151,952</b>
<b>Total Maintenance EAS x 1783 Hrs x LDC Labor Rate</b>	<b>\$452,754</b>
<b>Total Annual Cost</b>	<b>\$3,604,706</b>

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			-1799	-1	-\$150,918
36			-7132	-4	-\$501,665
37			0	0	\$0
38			0	0	\$0
39			0	0	\$0
<b>Grand Total</b>			<b>-8931</b>	<b>-5</b>	<b>-\$652,583</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	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
WHITE RIVER JUNC VT PDC	2	11	2	9	1	25

Future Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
WHITE RIVER JUNC VT PDC	\$301,836	\$1,379,578	\$253,043	\$904,409	\$113,256	\$2,952,123

<b>Total Maintenance Craft x 1799 Hrs x LDC Labor Rate</b>	<b>\$2,650,287</b>
<b>Total Maintenance EAS x 1783 Hrs x LDC Labor Rate</b>	<b>\$301,836</b>
<b>Total Annual Cost</b>	<b>\$2,952,123</b>

Savings	
Maintenance Craft Work Hour Savings	\$501,665
Maintenance EAS Work Hour Savings	\$150,918
<b>Total Annual Savings</b>	<b>\$652,583</b>

<b>Total Employee Reduction</b>	<b>-5</b>	<b>EAS</b>	<b>-1</b>	<b>Craft</b>	<b>-4</b>	<b>Craft Range</b>	<b>\$300K - \$400K</b>
						<b>EAS Range</b>	<b>\$90K - \$120K</b>

\$\$\$ / FTE	(\$130,516.60)
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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
050BE HCR						(\$788,803.23)
New HCR						\$359,213.40
<b>Grand Total</b>						<b>(\$429,589.83)</b>

<b>Estimated Savings Range</b>	<b>\$260K - \$340K</b>
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0 Net Craft Impacts