

July 21, 2010

Mr. William Burrus
President
American Postal Workers
Union (APWU), AFL-CIO
1300 L Street, NW
Washington, DC 20005-4128

SENT BY FAX AND CERTIFIED MAIL:
7099 3400 0009 0516 6351

FAX: 202-842-4285

Dear Bill:

This is to inform you of the Postal Service's decision to transfer originating mail processing operations at the following Southeast Area location:

- Tupelo, Mississippi Customer Service Mail Processing Center (CSMPC) into Memphis Processing and Distribution Center (P&DC)

After review, it was decided that this consolidation is in the best interest of the Postal Service. Implementation of this AMP is expected to be completed by October. Enclosed, per your request is a copy of the completed study.

The Postal Service must continually look to improve productivity and increase efficiency while maintaining excellent service. The decline in mail volume and revenues due to the economic downturn has only heightened the need for such improvements. This consolidation will allow us to accomplish this goal by making better use of excess space, staffing, and equipment, and to process mail more efficiently.

It is projected that this consolidation will result in significant savings for the Postal Service. Some affected career employees may be reassigned to the gaining facility or to other vacant positions. Reassignments will be made in accordance with the collective bargaining agreement.

If you have questions, or need additional information, please contact Barry Carpenter at (202) 268-6892.

Sincerely,

John W. Dockins
Manager
Contract Administration

Enclosure

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

1. Losing Facility Information

Type of Distribution to Consolidate: Originating Non-MODS/Non-BPI Office
 Facility Name & Type: Tupelo CSMPC
 Street Address: 362 S. Thomas St
 City: Tupelo
 State: MS
 5D Facility ZIP Code: 38801
 District: Mississippi
 Area: Southeast
 Finance Number: 278437
 Current 3D ZIP Code(s): 388
 Miles to Gaining Facility: 107.2
 EXFC office: Yes
 Plant Manager: Mike Davis
 Senior Plant Manager: Juan Gonzalez
 District Manager: Elizabeth Johnson
 Facility Type after AMP: Post Office

2. Gaining Facility Information

Facility Name & Type: Memphis P&DC
 Street Address: 555 S 3rd St
 City: Memphis
 State: TN
 5D Facility ZIP Code: 38101
 District: Tennessee
 Area: Southeast
 Finance Number: 475666
 Current 3D ZIP Code(s): 375, 380, 381, 386, 723
 EXFC office: Yes
 Plant Manager: Saundra D. Richardson
 Senior Plant Manager:
 District Manager: Greg Gamble

3. Background Information

Start of Study: 10/02/09
 Date Range of Data: Oct-01-2008 : Sep-30-2009
 Processing Days per Year: 310
 Bargaining Unit Hours per Year: 1,750
 EAS Hours per Year: 1,825

Date of HQ memo, DAR Factors/Cost of Borrowing/ *New*
 Facility Start-up Costs Update

May 27, 2009

Date & Time this workbook was last saved:

4/19/2010 12:41

4. Other Information

Area Vice President: Linda J. Welch
 Senior Vice President, Operations: Steve J. Forte
 Area AMP Coordinator: Andrew L. Benefield
 HQ AMP Coordinator: Jamie Gallagher

rev 08/13/2009

Approval Signatures

Last Saved: December 31, 2009

Losing Facility Name and Type: Tupelo CSMPC
Street Address: 363 S. Thomas St
City: Tupelo
State: MS
Facility ZIP Code: 38801
Finance Number: 278437
Current 3D ZIP Code(s): 388
Type of Distribution to Consolidate: Originating

Gaining Facility Name and Type: Memphis P&DC
Street Address: 555 S 3rd St
City: Memphis
State: TN
Facility ZIP Code: 38101
Finance Number: 475666
Current 3D ZIP Code(s): 375, 380, 381, 386, 723

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.

LOSING FACILITY:

Postmaster or Plant Manager:

Mike Davis Mike Davis 1-4-10
 Printed Name Signature Date

Senior Plant Manager:

Juan Gonzalez Juan W. Gonzalez 12/31/09
 Printed Name Signature Date

District Manager:

Elizabeth Johnson Elizabeth Johnson 12/31/09
 Printed Name Signature Date

GAINING FACILITY:

Plant Manager:

Saundra D. Richardson Saundra D. Richardson 01/11/2010
 Printed Name Signature Date

Senior Plant Manager:

0 [Signature] 1-12-10
 Printed Name Signature Date

District Manager:

Greg Gamble Greg Gamble 1/13/10
 Printed Name Signature Date

AREA OFFICE:

Area Vice President:

Linda J. Welch Linda J. Welch 4/8/10
 Printed Name Signature Date

Implementation Date: _____

HEADQUARTERS:

Approved: Disapproved:

Senior Vice President Operations:

Steve J. Forte [Signature] 7/15/10
 Printed Name Signature Date

Comments: _____

rev. 12/31/2008

Executive Summary

Last Saved: April 19, 2010

Losing Facility Name and Type: Tupelo CSMPC
Street Address: 362 S. Thomas St
City, State: Tupelo, MS
Current 3D ZIP Code(s): 388
Type of Distribution to Consolidate: Originating

Miles to Gaining Facility: 107.2

Gaining Facility Name and Type: Memphis P&DC
Current 3D ZIP Code(s): 375, 380, 381, 386, 723

Summary of AMP Worksheets

Savings/Costs

Mail Processing Craft Workhour Savings =	<u>\$82,321</u>	from <i>Workhour Costs - Proposed</i>
Non-MP Craft/EAS + Shared LDCs Workhour Savings (less Maint/Trans) =	<u>\$0</u>	from <i>Other Curr vs Prop</i>
PCES/EAS Supervisory Workhour Savings =	<u>\$0</u>	from <i>Other Curr vs Prop</i>
Transportation Savings =	<u>(\$7,379)</u>	from <i>Transportation (HCR and PVS)</i>
Maintenance Savings =	<u>\$105,676</u>	from <i>Maintenance</i>
Space Savings =	<u>\$0</u>	from <i>Space Evaluation and Other Costs</i>
Total Annual Savings =	<u>\$180,619</u>	
Total One-Time Costs =	<u>\$0</u>	from <i>Space Evaluation and Other Costs</i>
Total First Year Savings =	<u>\$180,619</u>	

Staffing Positions

Craft Position Loss =	<u>6</u>	from <i>Staffing - Craft</i>
PCES/EAS Position Loss =	<u>0</u>	from <i>Staffing - PCES/EAS</i>

Volume

Total FHP to be Transferred (Average Daily Volume) =	<u>0</u>	from <i>Workhour Costs - Current</i>
Current FHP at Gaining Facility (Average Daily Volume) =	<u>3,233,363</u>	from <i>Workhour Costs - Current</i>
Losing Facility Cancellation Volume (Average Daily Volume) =	<u>52,604</u>	(= Total TPH / Operating Days)

Service

Service Standard Impacts by ADV

	UPGRADED	DOWNGRADED	Unchanged + Upgrades	Unchanged + Upgrades
	ADV	ADV	ADV	%
First-Class Mail®	9,139	5,848	1,567,470	99.6%
Priority Mail®	3	10	13,008	99.9%
Package Services	23	479	10,115	95.5%
Periodicals	N/A*	N/A*	N/A*	N/A*
Standard Mail	N/A*	N/A*	N/A*	N/A*

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

rev 10/15/2009

Summary Narrative

Last Saved: April 19, 2010

Losing Facility Name and Type: Tupelo CSMPC

Current 3D ZIP Code(s): 388

Type of Distribution to Consolidate: Originating

Gaining Facility Name and Type: Memphis P&DC

Current 3D ZIP Code(s): 375, 380, 381, 386, 723

Background:

The Tennessee Performance Cluster has completed an Area Mail Processing (AMP) Study to determine the feasibility of relocating the Tupelo CSMPC outgoing mail volumes for processing at the Memphis P&DC. The proposal encompasses origin mail processing for ZIP Code 388.

Currently, the Tupelo CSMPC is a USPS leased facility that processes all outgoing and incoming mail for ZIP Code range 388, Monday through Saturday. The Memphis P&DC currently processes all outgoing and incoming mail volume for ZIP Code ranges 375, 380, 381, 382, 386, and 723. The Tupelo CSMPC is located 107 miles from the Memphis P&DC with an approximate travel time of one hundred twenty minutes.

Financial Summary:

The annual baseline data used for this study included the period from October 01, 2008 – September 30, 2009. Estimated annual savings proposed for the consolidation of originating operations are:

Total First Year Savings	\$180,619
Total Annual Savings	\$180,619

The FHP average daily volume to be transferred from Tupelo to Memphis is zero because Tupelo CSMPC is an office that does not use FHP calculations.

Customer Service Considerations:

There will be a service upgrade of 9,139 pieces average daily volume (ADV) of First-Class Mail and 3 pieces ADV of Priority mail. There will be a service downgrade of 5,848 pieces ADV of First-Class Mail and 10 pieces ADV of Priority when this AMP is implemented. The First-Class Mail overnight ZIP Code pair that could be adversely affected by the AMP is Tupelo 388 into Columbus 397. In addition, there are an additional 16 First-Class Mail two-day ZIP Code pairs that could be adversely affected; these include seven pairs from Tupelo 388 into South Carolina and nine pairs from Tupelo 388 into Texas. There will be no change to the current retail unit window service times or the operational hours for the business (bulk) mail acceptance unit located at the Tupelo CSMPC.

Transportation:

In order to support the AMP, changes in Transportation will result in a net cost increase of \$7,379 per year. The Memphis P&DC will restructure HCR routes 38630 and 38690 at an additional cost of \$94,856 while Tupelo will eliminate route 38836 for a savings of \$87,477.

Staffing Impacts:

Current projections from the AMP study indicate a reduction of six (6) craft employees from the Tupelo CSMPC and no change craft positions at the Memphis P&DC for a net craft reduction of six (6) employees. The Tupelo CSMPC is currently authorized nine (9) EAS positions with seven (7) of these positions currently occupied; a staff of nine (7) EAS was proposed which results in no change in EAS positions. The Postal Service ensures that its standard practices comply with the Worker Adjustment and Retraining Notification (WARN) Act.

rev 06/10/2009

Summary Narrative (continued)

Management and Craft Staffing Impacts

	Tupelo MS			Memphis TN			Net Diff
	Current On-Rolls	Proposed	Diff	Current On-Rolls	Proposed	Diff	
Craft ¹	94	88	(6)	793	793	-	(6)
Management	7	7	-	54	54	-	-

¹ Craft = FTR+PTR+PTF+Casuals

Mail Processing Management to Craft Ratio

Management to Craft ² Ratios	Current		Proposed	
	SDOs to Craft ₁ (1:25 target)	MDOs+SDOs to Craft ₁ (1:22 target)	SDOs to Craft ₁ (1:25 target)	MDOs+SDOs to Craft ₁ (1:22 target)
Tupelo MS	1 : 23	1 : 23	1 : 21	1 : 21
Memphis TN	1 : 25	1 : 22	1 : 25	1 : 22

¹ Craft = FTR+PTR+PTF+Casuals

² Craft = F1 + F4 at Losing; F1 only at Gaining

Equipment Relocation and Maintenance Impacts:

The Tupelo CSMPC currently cancels originating letter volume manually with an ADV cancelled of 52,604 pieces. Tupelo has one DIOSS and two DBCS that will remain in place to process incoming volumes to the carrier route and delivery point levels. Memphis can absorb the new volumes from Tupelo without the installation of additional mail processing equipment.

Space Impacts:

The total interior square footage of the Tupelo CSMPC is 9,627 sq. ft. With the approved AMP, the expected gain of 500 sq. ft. will be utilized for staging to reduce current workroom congestion.

Other Concurrent Initiatives:

Concurrently, a proposed AMP study is being considered to examine moving the outgoing operations from the Jackson, TN CSMPC to the Memphis P& DC.

Summary:

The consolidation of originating mail from the Tupelo CSMPC to the Memphis P&DC will save the United States Postal Service approximately \$180,619 per year if approved.

24 Hour Clock

Last Saved: April 19, 2010

Losing Facility Name and Type: Tupelo CSMPC

Current 3D ZIP Code(s): 388

Type of Distribution to Consolidate: Originating

Gaining Facility Name and Type: Memphis P&DC

Current 3D ZIP Code(s): 375, 380, 381, 386, 723

24 Hour Clock data is not available for Tupelo MS

			24 Hour Indicator Report				80%	100%	100%	100%	Millions	100%	100%	86.9%
Weekly Trends Beginning Day			Facility	Cancelled by 2000 Data Source = EDW MCRS	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 MCRS	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			
				%										
24-Jan	SAT	1/24	MEMPHIS P&DC	79.5%	97.7%	93.2%	92.3%	0.5	74.6%	99.8%	82.9%			
31-Jan	SAT	1/31	MEMPHIS P&DC	76.4%	97.6%	91.0%	88.9%	0.6	77.0%	99.9%	84.1%			
7-Feb	SAT	2/7	MEMPHIS P&DC	80.0%	97.3%	92.0%	92.8%	0.7	76.7%	99.9%	77.1%			
14-Feb	SAT	2/14	MEMPHIS P&DC	76.5%	96.1%	89.1%	87.7%	0.5	69.5%	100.0%	82.6%			
21-Feb	SAT	2/21	MEMPHIS P&DC	79.1%	98.4%	99.5%	96.0%	0.8	76.0%	100.0%	83.2%			
28-Feb	SAT	2/28	MEMPHIS P&DC	74.3%	94.4%	89.7%	92.5%	1.1	63.2%	99.5%	79.2%			
7-Mar	SAT	3/7	MEMPHIS P&DC	84.9%	98.2%	96.5%	95.6%	0.6	78.1%	99.7%	81.7%			
14-Mar	SAT	3/14	MEMPHIS P&DC	81.3%	94.1%	89.2%	93.4%	1.6	71.1%	100.0%	85.4%			
21-Mar	SAT	3/21	MEMPHIS P&DC	81.0%	95.7%	95.8%	88.7%	0.9	75.5%	99.8%	83.2%			
28-Mar	SAT	3/28	MEMPHIS P&DC	70.9%	96.6%	86.0%	91.1%	1.0	69.5%	99.7%	88.5%			
4-Apr	SAT	4/4	MEMPHIS P&DC	77.9%	97.1%	91.4%	93.4%	1.5	73.2%	99.8%	86.4%			
11-Apr	SAT	4/11	MEMPHIS P&DC	76.3%	95.9%	94.9%	98.3%	1.3	68.3%	100.0%	92.7%			
18-Apr	SAT	4/18	MEMPHIS P&DC	80.4%	97.4%	94.3%	99.3%	1.1	72.7%	100.0%	87.4%			
25-Apr	SAT	4/25	MEMPHIS P&DC	76.3%	95.6%	92.2%	99.7%	1.0	69.5%	99.6%	81.9%			
2-May	SAT	5/2	MEMPHIS P&DC	68.9%	94.6%	81.8%	99.8%	1.1	68.6%	99.7%	88.4%			
9-May	SAT	5/9	MEMPHIS P&DC	82.4%	98.1%	99.3%	98.4%	1.5	77.4%	99.7%	87.4%			
16-May	SAT	5/16	MEMPHIS P&DC	82.7%	98.7%	100.0%	99.8%	1.3	70.0%	99.7%	89.6%			
23-May	SAT	5/23	MEMPHIS P&DC	73.4%	97.1%	91.1%	98.7%	1.0	74.5%	99.6%	87.2%			
30-May	SAT	5/30	MEMPHIS P&DC	74.4%	98.7%	97.2%	99.5%	1.1	66.7%	99.4%	81.3%			
6-Jun	SAT	6/6	MEMPHIS P&DC	80.1%	97.7%	100.0%	98.9%	1.2	80.0%	99.8%	89.9%			
13-Jun	SAT	6/13	MEMPHIS P&DC	81.7%	98.4%	99.9%	100.0%	1.1	79.4%	99.7%	88.0%			
20-Jun	SAT	6/20	MEMPHIS P&DC	83.2%	99.1%	100.0%	100.0%	1.0	80.7%	99.7%	89.2%			
27-Jun	SAT	6/27	MEMPHIS P&DC	68.7%	96.3%	95.0%	96.6%	0.6	61.0%	99.7%	77.5%			
4-Jul	SAT	7/4	MEMPHIS P&DC	75.1%	97.8%	97.9%	100.0%	0.3	71.5%	99.3%	85.8%			
11-Jul	SAT	7/11	MEMPHIS P&DC	79.5%	99.4%	96.8%	99.5%	1.3	70.2%	99.4%	86.4%			
18-Jul	SAT	7/18	MEMPHIS P&DC	80.9%	99.8%	100.0%	99.6%	1.2	75.7%	99.6%	83.6%			
25-Jul	SAT	7/25	MEMPHIS P&DC	71.1%	98.6%	97.7%	99.3%	0.8	71.7%	99.5%	84.4%			
1-Aug	SAT	8/1	MEMPHIS P&DC	73.0%	96.6%	94.4%	99.4%	0.7	69.0%	99.2%	85.3%			
8-Aug	SAT	8/8	MEMPHIS P&DC	76.2%	98.0%	92.1%	99.1%	1.0	67.9%	98.5%	84.1%			
15-Aug	SAT	8/15	MEMPHIS P&DC	78.4%	98.5%	100.0%	99.9%	0.7	71.0%	99.6%	87.2%			
22-Aug	SAT	8/22	MEMPHIS P&DC	75.2%	99.4%	98.4%	99.9%	0.7	65.8%	99.5%	78.8%			
29-Aug	SAT	8/29	MEMPHIS P&DC	68.4%	96.6%	93.8%	99.5%	1.1	67.5%	99.5%	86.3%			
5-Sep	SAT	9/5	MEMPHIS P&DC	68.9%	95.2%	95.1%	89.4%	1.0	69.7%	99.4%	80.0%			
12-Sep	SAT	9/12	MEMPHIS P&DC	68.9%	97.4%	98.6%	98.9%	1.4	62.1%	98.9%	88.9%			
19-Sep	FRI	9/19	MEMPHIS P&DC	76.5%	96.7%	98.3%	99.6%	1.3	73.4%	99.4%	86.2%			
26-Sep	SAT	9/26	MEMPHIS P&DC	69.5%	93.3%	79.8%	98.0%	1.6	70.4%	99.3%	70.6%			

rev 04/2/2008

MAP

Last Saved: April 19, 2010

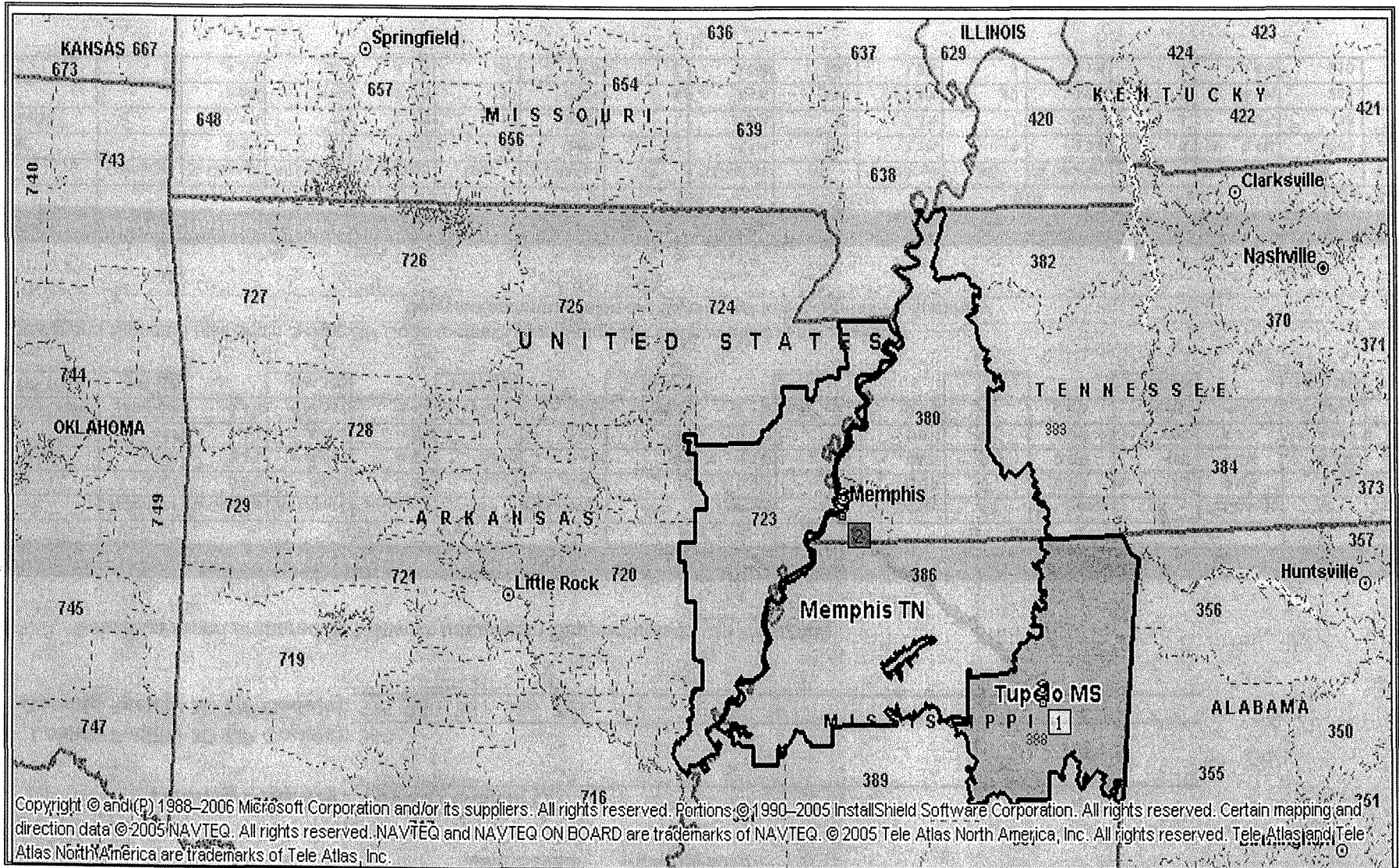
Losing Facility Name and Type: Tupelo CSMPC

Current 3D ZIP Code(s): 388

Miles to Gaining Facility: 107.2

Gaining Facility Name and Type: Memphis P&DC

Current 3D ZIP Code(s): 375, 380, 381, 386, 723



rev 03/20/2008

Service Standard Impacts

Last Saved: April 19, 2010

Losing Facility: Tupelo CSMPC

Losing Facility 3D ZIP Code(s): 388

Gaining Facility 3D ZIP Code(s): 375, 380, 381, 386, 723

Based on report prepared by Network Integration Support dated: 11/10/2009

Service Standard Changes - Average Daily Volume (data obtained from ODIS is derived from sampling and may vary from actual volume)																
	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	3,784	0.6%	5,355	0.6%	9,139	0.6%	3	0.0%	0	0.0%	0	0.0%	23	0.2%	9,165	0.6%
DOWNGRADE	4,301	0.7%	1,546	0.2%	5,848	0.4%	10	0.1%	0	0.0%	0	0.0%	479	4.5%	6,337	0.4%
TOTAL	7,567	1.4%	6,902	0.7%	14,469	1.0%	13	0.1%	0	0.0%	0	0.0%	502	4.7%	14,984	1.0%
NET UP+NO CHNG	594,824	-0.1%	972,647	0.4%	1,567,470	0.2%	13,008	-0.1%	0	0.0%	0	0.0%	10,115	-4.3%	1,590,593	0.2%
VOLUME TOTAL	599,125		974,193		1,573,318		13,018						10,594		1,596,930	

* - 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	3	6.4%	110	2.0%	113	2.0%	3	0.1%	118	2.1%	9	0.2%	5	0.1%	248	0.9%
DOWNGRADE	1	2.1%	16	0.3%	17	0.3%	1	0.0%	18	0.3%	1	0.0%	1	0.0%	38	0.1%
TOTAL	4	8.5%	126	2.3%	130	2.3%	4	0.1%	136	2.4%	10	0.2%	6	0.1%	286	1.0%
NET	2	4.3%	94	1.7%	96	1.7%	2	0.0%	100	1.8%	8	0.1%	4	0.1%	210	0.8%

Notes:

rev 10/16/2009

Stakeholders Notification

(WorkBook Tab Notification - 1)

Last Saved: April 19, 2010

Stakeholder Notification Page 1

Losing Facility: Tupelo CSMPC

AMP Event: Start of Study

Employees

Newsbreak (Method)	10/09/2009 Date
HR Manager visits (Method)	10/09/2009 Date
Stand up talks (Method)	10/09/2009 Date
Letters (Method)	10/09/2009 Date
Hot Line to call (Method)	10/09/2009 Date

Employee Organizations

Amanda Berryhill (Contact Person)	APWU/ President (Title/Union)	10/09/2009 Date
John Stanford (Contact Person)	APWU / VP (Title/Union)	10/09/2009 Date
Mike Banal (Contact Person)	NALC (Title/Union)	10/09/2009 Date
Bill Sullivan (Contact Person)	Reginal Coordinator, APWU, AFL CIO (Title/Union)	10/09/2009 Date
Charles Reynolds (Contact Person)	Reginal Director (Title/Union)	10/09/2009 Date
Tim Ford (Contact Person)	NAPS (Title/Union)	10/09/2009 Date
Connie Clark (Contact Person)	NAPUS (Title/Union)	10/09/2009 Date
Janie Holder (Contact Person)	League of Postmasters (Title/Union)	10/09/2009 Date
Lyndia Alvarez (Contact Person)	APWU Area Local (Title/Union)	10/09/2009 Date
Luke Frazier (Contact Person)	NRLCA Area Local (Title/Union)	10/09/2009 Date

Government Officials

Senator Thad Cochran (Contact Person)	Congress-Jackson office (Title/Office)	10/09/2009 Date
Senator Roger Wicker (Contact Person)	Congress-Jackson office (Title/Office)	10/09/2009 Date
Rep. Travis Childers (Contact Person)	Congress-Tupelo office (Title/Office)	10/09/2009 Date
Jack Reed (Contact Person)	Mayor / Tupelo (Title/Office)	10/09/2009 Date
Markel Whittington (Contact Person)	Alderman (Title/Office)	10/09/2009 Date
Fred Pitts (Contact Person)	Alderman (Title/Office)	10/09/2009 Date
James Newell (Contact Person)	Alderman (Title/Office)	10/09/2009 Date
Nettie Davis (Contact Person)	Alderman (Title/Office)	10/09/2009 Date

rev 07/16/2008

Stakeholders Notification (continued)

(WorkBook Tab Notification - 1)

Stakeholder Notification Page 2

LosIng Facility: Tupelo CSMPC

AMP Event: Start of Study

<u>Mike Bryan</u> (Contact Person)	<u>Alderman</u> (Title/Office)	<u>10/09/2009</u> Date
<u>Willie Jennings</u> (Contact Person)	<u>Alderman</u> (Title/Office)	<u>10/09/2009</u> Date
<u>Jack Reed, Jr</u> (Contact Person)	<u>Mayor, City of Tupelo</u> (Title/Office)	<u>10/09/2009</u> Date
<u>Jonny Davis</u> (Contact Person)	<u>Alderman</u> (Title/Office)	<u>10/09/2009</u> Date
<u>Tommy Ivy</u> (Contact Person)	<u>Alderman</u> (Title/Office)	<u>10/09/2009</u> Date
<u>Joe McKinney</u> (Contact Person)	<u>Alderman</u> (Title/Office)	<u>10/09/2009</u> Date
<u>Phil Morgan</u> (Contact Person)	<u>Alderman</u> (Title/Office)	<u>10/09/2009</u> Date
<u>Darrell Rankin</u> (Contact Person)	<u>Alderman</u> (Title/Office)	<u>10/09/2009</u> Date
<u>Bobby Smith</u> (Contact Person)	<u>Alderman</u> (Title/Office)	<u>10/09/2009</u> Date

Media

<u>Patsy Brumfield</u> (Contact Person)	<u>Northeast Miss. Daily Journal</u> (Company Name)	<u>10/09/2009</u> Date
<u>Linda Clark</u> (Contact Person)	<u>Lee County Courier</u> (Company Name)	<u>10/09/2009</u> Date
<u>Jeff Houston</u> (Contact Person)	<u>WTVA TV-Tupelo</u> (Company Name)	<u>10/09/2009</u> Date
<u>Russ Geller</u> (Contact Person)	<u>WCBI TV- Columbus</u> (Company Name)	<u>10/09/2009</u> Date

Community Organizations/Groups

<u>Chris Rogers</u> (Contact Person)	<u>CDF</u> (Organization Name)	<u>10/09/2009</u> Date
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Local Mailers

<u>Shawn</u> (Number Contacted)	<u>Mail Managers</u> (List Filename & Location)	<u>10/09/2009</u> Date
<u>0</u> (Number Contacted)	<u>Weatheralls</u> (List Filename & Location)	<u>10/09/2009</u> Date

Stakeholders Notification

(WorkBook Tab Notification - 2)

Last Saved: April 19, 2010

Stakeholder Notification Page 1

Losing Facility: Tupelo CSMPC

AMP Event: Public Meeting

Meeting Location: *The Link Center, 1800 W Main St, Tupelo MS*

Meeting Date: 1/13/2010

Meeting Time: 6:30 p.m.

Employees

Newsbreak (Method)	12/28/2009 Date
HR Manager visits (Method)	12/28/2009 Date
Stand up talks (Method)	12/28/2009 Date
Letters (Method)	12/28/2009 Date
Hot Line to call (Method)	12/28/2009 Date

Employee Organizations

Amanda Berryhill (Contact Person)	APWU/ President (Title/Union)	12/28/2009 Date
John Stanford (Contact Person)	APWU / VP (Title/Union)	12/28/2009 Date
Mike Banal (Contact Person)	NALC (Title/Union)	12/28/2009 Date
Bill Sullivan (Contact Person)	Reginal Coordinator, APWU, AFL CIO (Title/Union)	12/28/2009 Date
Charles Reynolds (Contact Person)	Reginal Director (Title/Union)	12/28/2009 Date
Tim Ford (Contact Person)	NAPS (Title/Union)	12/28/2009 Date
Connie Clark (Contact Person)	NAPUS (Title/Union)	12/28/2009 Date
Janie Holder (Contact Person)	League of Postmasters (Title/Union)	12/28/2009 Date
Lyndia Alvarez (Contact Person)	APWU Area Local (Title/Union)	12/28/2009 Date
Luke Frazier (Contact Person)	NRLCA Area Local (Title/Union)	12/28/2009 Date

Government Officials

Senator Thad Cochran (Contact Person)	Congress-Jackson office (Title/Office)	12/28/2009 Date
Senator Roger Wicker (Contact Person)	Congress-Jackson office (Title/Office)	12/28/2009 Date
Rep. Travis Childers (Contact Person)	Congress-Tupelo office (Title/Office)	12/28/2009 Date
Jack Reed (Contact Person)	Mayor / Tupelo (Title/Office)	12/28/2009 Date
Markel Whittington (Contact Person)	Alderman (Title/Office)	12/28/2009 Date
Fred Pitts (Contact Person)	Alderman (Title/Office)	12/28/2009 Date
James Newell (Contact Person)	Alderman (Title/Office)	12/28/2009 Date
Nettie Davis (Contact Person)	Alderman (Title/Office)	12/28/2009 Date

rev 07/16/2008

Stakeholders Notification (continued)

(WorkBook Tab Notification - 2)

Stakeholder Notification Page 2

Losing Facility: Tupelo CSMPC

AMP Event: Public Meeting

Mike Bryan (Contact Person)	Alderman (Title/Office)	12/28/2009 Date
Willie Jennings (Contact Person)	Alderman (Title/Office)	12/28/2009 Date
Jack Reed, Jr (Contact Person)	Mayor, City of Tupelo (Title/Office)	12/28/2009 Date
Jonny Davis (Contact Person)	Alderman (Title/Office)	12/28/2009 Date
Tommy Ivy (Contact Person)	Alderman (Title/Office)	12/28/2009 Date
Joe McKinney (Contact Person)	Alderman (Title/Office)	12/28/2009 Date
Phil Morgan (Contact Person)	Alderman (Title/Office)	12/28/2009 Date
Darrell Rankin (Contact Person)	Alderman (Title/Office)	12/28/2009 Date
Bobby Smith (Contact Person)	Alderman (Title/Office)	12/28/2009 Date

Media

Patsy Brumfield (Contact Person)	Northeast Miss. Daily Journal (Company Name)	12/28/2009 Date
Linda Clark (Contact Person)	Lee County Courier (Company Name)	12/28/2009 Date
Jeff Houston (Contact Person)	WTVA TV-Tupelo (Company Name)	12/28/2009 Date
Russ Geller (Contact Person)	WCBI TV- Columbus (Company Name)	12/28/2009 Date

Community Organizations/Groups

Chris Rogers (Contact Person)	CDF (Organization Name)	12/28/2009 Date
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Local Mailers

Shawn (Number Contacted)	Mail Managers (List Filename & Location)	12/28/2009 Date
0 (Number Contacted)	Weatheralls (List Filename & Location)	12/28/2009 Date

Staffing - Management

Last Saved: April 19, 2010

Lossing Facility: Tupelo CSMPC

Data Extraction Date: 10/13/09

Finance Number: 278437

Management Positions						
Line	(1) Position Title	(2) Level	(3) Current Auth Staffing	(4) Current On-Rolls	(5) Proposed Staffing	(6) Difference
1	POSTMASTER	EAS-22	1	1	1	0
2	MGR MAINTENANCE	EAS-17	1	0	0	0
3	SUPV CUSTOMER SERVICES	EAS-17	1	0	0	0
4	SUPV DISTRIBUTION OPERATIONS	EAS-17	2	2	2	0
5	MGR CUSTOMER SERVICES	EAS-17	1	1	1	0
6	MGR CUSTOMER SERVICES	EAS-20	1	1	1	0
7	SUPV CUSTOMER SERVICES	EAS-17	2	2	2	0
8						
9						
10						
11						
12						
13						
14						
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79						
	Totals		9	7	7	0

Retirement Eligibles: 1

Position Loss: 0

Management Positions						
Line	(12) Position Title	(13) Level	(14) Current Auth Staffing	(15) Current On-Rolls	(16) Proposed Staffing	(17) Difference
1	PLANT MANAGER (2)	PCES-01	1	1	1	0
2	MGR MAINTENANCE	EAS-24	1	0	0	0
3	MGR IN-PLANT SUPPORT	EAS-23	1	1	1	0
4	MGR DISTRIBUTION OPERATIONS	EAS-22	3	3	3	0
5	MGR MAINTENANCE OPERATIONS	EAS-21	2	1	1	0
6	OPERATIONS INDUSTRIAL ENGINEER (FI	EAS-21	1	0	0	0
7	OPERATIONS SUPPORT SPECIALIST	EAS-20	1	1	1	0
8	MAINTENANCE ENGINEERING SPECIALIST	EAS-19	1	1	1	0
9	MGR MAINTENANCE OPERATIONS SUPPT	EAS-19	1	1	1	0
10	MGR FIELD MAINTENANCE OPERATIONS	EAS-18	1	1	1	0
11	NETWORKS SPECIALIST	EAS-18	1	0	0	0
12	OPERATIONS SUPPORT SPECIALIST	EAS-18	1	1	1	0
13	OPERATIONS SUPPORT SPECIALIST	EAS-17	3	3	3	0
14	SUPV DISTRIBUTION OPERATIONS	EAS-17	28	24	24	0
15	SUPV MAINTENANCE OPERATIONS	EAS-17	8	7	7	0
16	SUPV TRANSPORTATION OPERATIONS	EAS-17	6	6	6	0
17	NETWORKS SPECIALIST	EAS-16	1	1	1	0
18	OPERATIONS SUPPORT SPECIALIST	EAS-15	1	1	1	0
19	SECRETARY (FLD)	EAS-12	1	1	1	0
20						
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79						
	Total		63	54	54	0

Retirement Eligibles: 18

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: April 19, 2010

Losing Facility: Tupelo CSMPC

Finance Number: 278437

Data Extraction Date: 10/13/09

Craft Positions	(1) Casuals 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	2	7	37	46	41	(5)
Function 1 - Mail Handler	0	0	0			
Function 4 - Mail Handler	0	0	0			
Function 1 & 4 Sub-Total	2	7	37	46	41	(5)
Function 3A - Vehicle Service	0	0	0			
Function 3B - Maintenance	0	0	13	13	12	(1)
Functions 67-69 - Lmtd/Rehab/WC		0	0			
Other Functions	0	2	33	35	35	0
Total	2	9	83	94	88	(6)

Retirement Eligibles: 26

Gaining Facility: Memphis P&DC

Finance Number: 475666

Data Extraction Date: 10/13/09

Craft Positions	(7) Casuals On-Rolls	(8) Part Time On-Rolls	(9) Full Time On-Rolls	(10) Total On-Rolls	(11) Total Proposed	(12) Difference
Function 1 - Clerk	0	12	369	381	381	0
Function 1 - Mail Handler	0	18	189	207	207	0
Function 1 Sub-Total	0	30	558	588	588	0
Function 3A - Vehicle Service	0	11	67	78	78	0
Function 3B - Maintenance	0	0	125	125	125	0
Functions 67-69 - Lmtd/Rehab/WC		0	2	2	2	0
Other Functions	0	0	0			
Total	0	41	752	793	793	0

Retirement Eligibles: 262

Total Craft Position Loss: 6 (This number carried forward to the *Executive Summary*)

(13) Notes: _____

rev 11/05/2008

Maintenance

Last Saved: April 19, 2010

Losing Facility: Tupelo CSMPC

Gaining Facility: Memphis P&I

Date Range of Data: Oct-01-2008 : Sep-30-2009

	Workhour Activity		(1) Current Cost	(2) Proposed Cost	(3) Difference
LDC 36	Mail Processing Equipment	\$	464,576	376,306	(88,269)
LDC 37	Building Equipment	\$	184,998	184,998	0
LDC 38	Building Services <i>(Custodial Cleaning)</i>	\$	153,768	153,768	0
LDC 39	Maintenance Operations Support	\$	59,684	59,684	0
LDC 93	Maintenance Training	\$	0	0	0
	Workhour Cost Subtotal	\$	863,025	774,756	(88,269)
	Other Related Maintenance & Facility Costs		Current Cost	Proposed Cost	Difference
Total	Maintenance Parts, Supplies & Facility Utilities	\$	97,198	79,791	(17,407)
	Adjustments <i>(from "Other Curr vs Prop" tab)</i>	\$	0		
	Grand Total	\$	960,223	854,547	(105,676)

	Workhour Activity		(4) Current Cost
LDC 36	Mail Processing Equipment	\$	5,061,4
LDC 37	Building Equipment	\$	1,431,7
LDC 38	Building Services <i>(Custodial Cleaning)</i>	\$	2,545,(
LDC 39	Maintenance Operations Support	\$	701,7
LDC 93	Maintenance Training	\$	9,1
	Workhour Cost Subtotal	\$	9,749,1
	Other Related Maintenance & Facility Costs		Current Cost
Total	Maintenance Parts, Supplies & Facility Utilities	\$	2,091,1
	Adjustments <i>(from "Other Curr vs Prop" tab)</i>		
	Grand Total	\$	11,841,4

Annual Maintenance Savings: \$105,676 (This number is: _____)

(7) Notes: _____

Transportation - PVS

Last Saved: April 19, 2010

Losing Facility: Tupelo CSMPC
Finance Number: 278437
Date Range of Data: 10/01/08 -- to -- 09/30/09

Gaining Facility: Memphis P&DC
Finance Number: 475666

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

	(4) Current	(5) Proposed	(6) Difference
PVS Owned Equipment			
Seven Ton Trucks			0
Eleven Ton Trucks			0
Single Axle Tractors			0
Tandem Axle Tractors			0
Spotters			0
PVS Transportation			
Total Number of Schedules			0
Total Annual Mileage			0
Total Mileage Costs			\$0
PVS Leases			
Total Vehicles Leased			0
Total Lease Costs			\$0
PVS Workhour Costs			
LDC 31 (617, 679, 764)	\$540,549	\$540,549	\$0
LDC 34 (765, 766)	\$5,822,679	\$5,822,679	\$0
Adjustments (from "Other Curr vs Prop" tab)		\$0	
Total Workhour Costs	\$6,363,228	\$6,363,228	\$0

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

Distribution Changes

Last Saved: April 19, 2010

Losing Facility: Tupelo CSMPC

Type of Distribution to Consolidate: Originating

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

DMM L001	DMM L011
DMM L002	X DMM L201
DMM L003	DMM L601
DMM L004	DMM L602
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) DMM Labeling List L005 - 3-Digit ZIP Code Prefix Groups - SCF Sortation		
From:		
Action Code*	Column A - 3-Digit ZIP Code Prefix Group	Column B - Label to
To:		
Action Code*	Column A - 3-Digit ZIP Code Prefix Group	Column B - Label to

*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
D	388	005, 010-089, 100-212, 214-268, 270-329, 334-339, 341, 342, 344, 346, 347, 349-352, 354-418, 420-427, 430-516, 520-528, 530-532, 534, 535, 537-551, 553-564, 566, 600-620, 622-631, 633-641, 644-658, 660-662, 664-681, 683-693, 700, 701, 703-708, 710-714, 716-731, 733-741, 743-767, 770-789, 798-816, 820, 822-831, 880, 885	OMX TUPELO MS 388
CF	375, 380, 381, 386, 723	005, 010-089, 100-212, 214-268, 270-329, 334-339, 341, 342, 344, 346, 347, 349-352, 354-418, 420-427, 430-516, 520-528, 530-532, 534, 535, 537-551, 553-564, 566, 600-620, 622-631, 633-641, 644-658, 660-662, 664-681, 683-693, 700, 701, 703-708, 710-714, 716-731, 733-741, 743-767, 770-789, 798-816, 820, 822-831, 880, 885	OMX MEMPHIS TN 380
CT	375, 380, 381, 386, 388, 723	005, 010-089, 100-212, 214-268, 270-329, 334-339, 341, 342, 344, 346, 347, 349-352, 354-418, 420-427, 430-516, 520-528, 530-532, 534, 535, 537-551, 553-564, 566, 600-620, 622-631, 633-641, 644-658, 660-662, 664-681, 683-693, 700, 701, 703-708, 710-714, 716-731, 733-741, 743-767, 770-789, 798-816, 820, 822-831, 880, 885	OMX MEMPHIS TN 380
Note: AMP Jackson TN into Memphis TN will impact this proposed change			

*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	%	
Sep-09	Losing Facility	388	TUPELO	127	53	41.73%	7	5.51%	0	0.00%	74	58.27%	0
Aug-09	Losing Facility	388	TUPELO	120	53	44.17%	6	5.00%	0	0.00%	67	55.83%	0
Sep-09	Gaining Facility	390	MEMPHIS	349	137	39.26%	95	27.22%	0	0.00%	212	60.74%	1
Aug-09	Gaining Facility	390	MEMPHIS	344	129	37.50%	124	36.05%	0	0.00%	215	62.50%	2

(5) **Notes:** 389PX Jet Cove Annex

rev 5/14/2009

MPE Inventory

Last Saved: April 19, 2010

Losing Facility: Tupelo CSMPC

Gaining Facility: Memphis P&DC

Data Extraction Date: 10/05/09

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

	(4)	(5)	(6)	(7)	(8)
Equipment Type	Current Number	Proposed Number	Difference	Excess Equipment	Relocation Costs
AFCS	4	4	0	0	
AFSM 100	3	3	0	0	
APPS	0	0	0	0	
CIOSS	2	2	0	0	
CSBCS	0	0	0	0	
DBCS	20	20	0	0	
DBCS-OSS	0	0	0	0	
DIOSS	3	3	0	0	
FSS	0	0	0	0	
SPBS	2	2	0	0	
UFSM	0	1	1	1	
FC / MICRO MARK	0	0	0	0	
ROBOT GANTRY	0	0	0	0	
HSTS / HSUS	0	0	0	0	
LCTS / LCUS	0	0	0	0	
LIPS	0	0	0	0	
MLOCR-ISS	0	0	0	0	
MPBCS-OSS	0	0	0	0	
TABBER	0	0	0	0	
POWERED INDUSTRIAL EQUIPMENT	0	0	0	0	

Mail Processing Equipment Relocation Costs from Losing to Gaining Facility: \$0 (This number is carried forward to *Space Evaluation and Other Costs*)

(9) Notes: _____

rev 03/04/2008

Customer Service Issues

Last Saved: April 19, 2010

Losing Facility: Tupelo CSMPC

5-Digit ZIP Code: 38801

Data Extraction Date: 10/06/09

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: 388		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.
5	109						
120	33						
36	7						
161	149	0	0	0	0	0	0

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

None

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

None

4. Delivery Performance Report

% Carriers returning before 5 p.m.

Quarter/FY	Percent
Qtr 4 FY 09	86.3%
Qtr 3 FY 09	87.1%
Qtr 2 FY 09	87.2%
Qtr 1 FY 09	79.5%

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

	Current		Proposed	
	Start	End	Start	End
Monday	8:00 AM	6:00 PM	8:00 AM	6:00 PM
Tuesday	8:00 AM	6:00 PM	8:00 AM	6:00 PM
Wednesday	8:00 AM	6:00 PM	8:00 AM	6:00 PM
Thursday	8:00 AM	6:00 PM	8:00 AM	6:00 PM
Friday	8:00 AM	6:00 PM	8:00 AM	6:00 PM
Saturday	9:00 AM	2:00 PM	9:00 AM	2:00 PM

6. Business (Bulk) Mail Acceptance Hours

	Current		Proposed	
	Start	End	Start	End
Monday	12:00 PM	5:30 PM	12:00 PM	5:30 PM
Tuesday	12:00 PM	5:30 PM	12:00 PM	5:30 PM
Wednesday	12:00 PM	5:30 PM	12:00 PM	5:30 PM
Thursday	12:00 PM	5:30 PM	12:00 PM	5:30 PM
Friday	12:00 PM	5:30 PM	12:00 PM	5:30 PM
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: _____

Gaining Facility: Memphis P&DC

9. What postmark will be printed on collection mail?

Line 1 MEMPHIS TN 380

Line 2 DATE / TIME

rev 6/18/2008

Space Evaluation and Other Costs

Last Saved: April 19, 2010

Losing Facility: Tupelo CSMPC

Space Evaluation

1. Affected Facility

Facility Name: Tupelo Carrier Annex
Street Address: 1248 W. Main St
City, State ZIP: Tupelo MS 38801

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

Enter annual lease cost: \$58,250
Enter lease expiration date: 12/1/2013
Enter lease options/terms: _____

3. Current Square Footage

Enter the total interior square footage of the facility: 9627 sq ft
Enter gained square footage expected with the AMP: 500 sq. ft.

4. Planned use for acquired space from approved AMP

The gained space will be utilized for staging to reduce current workroom congestion.

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 _____

One-Time Costs

Employee Relocation Costs: \$0

Mail Processing Equipment Relocation Costs: \$0
(from MPE Inventory)

Facility Costs: \$0
(from above)

Total One-Time Costs: \$0
(This number carried forward to *Executive Summary*)

Remote Encoding Center Cost per 1000

Losing Facility: Tupelo CSMPC

Gaining Facility: Memphis P&DC