



AUG 8 2011

August 4, 2011

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

Certified Mail Tracking Number:  
7099 3400 0009 0515 7250

Fax: (202) 842-4297

Dear Cliff:

This is to inform you of the Postal Service's decision to consolidate all originating and destinating mail processing operations at the following Western Area location:

- Flagstaff, Arizona Customer Service Mail Processing Center (CSMPC) into the Phoenix, Arizona Processing & 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, 2011. 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. These consolidations will allow us to accomplish this goal by making better use of excess space, staffing, and equipment, and to process mail more efficiently.

We have redacted information from the study in accordance with our standard practice. We have also redacted mailer names, companies, and titles that were notified of the study. The mailer names, companies, and titles do not appear to be relevant to the Union's representational responsibilities. Volume numbers associated with service standard changes have also been redacted. This data is commercially sensitive and could be advantageous to our competitors. In order to protect market share, the Postal Service must protect the confidentiality of this information.

It is projected that this consolidation will result in significant savings for the Postal Service. Some affected career employees may be reassigned 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 Rickey Dean at (202) 268-7412.

Sincerely,

Patrick M. Devine  
Acting Manager  
Contract Administration (APWU)

Enclosure

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

1. Losing Facility Information

Type of Distribution to Consolidate: Orig & Dest Non-MODS/Non-BPI Office  
Facility Name & Type: Flagstaff AZ CSMPC  
Street Address: 2400 N Postal BLVD  
City: Flagstaff  
State: AZ  
5D Facility ZIP Code: 86004  
District: Arizona  
Area: Western  
Finance Number: [REDACTED]  
Current 3D ZIP Code(s): 860  
Miles to Gaining Facility: 153.2  
EXFC office: Yes  
Plant Manager: Gerald Vinson  
Senior Plant Manager: Clyde D. Jones  
District Manager: Lawrence K. James  
Facility Type after AMP: Post Office

2. Gaining Facility Information

Facility Name & Type: Phoenix AZ P&DC  
Street Address: 4949 E Van Buren St  
City: Phoenix  
State: AZ  
5D Facility ZIP Code: 85026  
District: Arizona  
Area: Western  
Finance Number: [REDACTED]  
Current 3D ZIP Code(s): 850-853  
EXFC office: Yes  
Plant Manager: N/A  
Senior Plant Manager: Clyde D. Jones  
District Manager: Lawrence K. James

3. Background Information

Start of Study: 03/10/11  
Date Range of Data: Jan-01-2010 : Dec-31-2010  
Processing Days per Year: 310  
Bargaining Unit Hours per Year: 1,742  
EAS Hours per Year: 1,819

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

May 7, 2010

Date & Time this workbook was last saved:

7/29/2011 10:18

4. Other Information

Area Vice President: Sylvester Black  
Vice President Network Operations: David E. Williams  
Area AMP Coordinator: Steven P. Murray  
HQ AMP Coordinator: Stephen E. Martin


## Approval Signatures


**Losing Facility Name and Type:** Flagstaff AZ CSMPC  
**Street Address:** 2400 N Postal BLVD  
**City:** Flagstaff  
**State:** AZ  
**Facility ZIP Code:** 86004  
**Finance Number:** XXXXXXXXXX  
**Current 3D ZIP Code(s):** 860  
**Type of Distribution to Consolidate:** Orig & Dest


**Gaining Facility Name and Type:** Phoenix AZ P&DC  
**Street Address:** 4949 E Van Buren St  
**City:** Phoenix  
**State:** AZ  
**Facility ZIP Code:** 85020  
**Finance Number:** XXXXXXXXXX  
**Current 3D ZIP Code(s):** 850-853

**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:**  
 Gerald Vinson  6-17-11  
Printed Name Signature Date


**Senior Plant Manager:**  
 Clyde D. Jones  6/20/11  
Printed Name Signature Date

**District Manager:**  
 Lawrence K. James  6/20/11  
Printed Name Signature Date


**GAINING FACILITY:**

**Plant Manager:**  
Printed Name Signature Date

**Senior Plant Manager:**  
 Clyde D. Jones  6/20/11  
Printed Name Signature Date

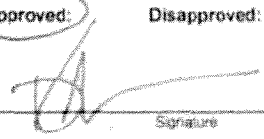
**District Manager:**  
 Lawrence K. James  6/20/11  
Printed Name Signature Date

**AREA OFFICE:**

**Area Vice President:**  
 Sylvester Black  6/22/11  
Printed Name Signature Date

**Implementation Date:** \_\_\_\_\_

**HEADQUARTERS:**

**Vice President Network Operations:**  
 David E. Williams  7/29/11  
Printed Name Signature Date

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

# Executive Summary

Last Saved: July 29, 2011

**Losing Facility Name and Type:** Flagstaff AZ CSMPC

**Street Address:** 2400 N Postal BLVD

**City, State:** Flagstaff, AZ

**Current 3D ZIP Code(s):** 860

**Type of Distribution to Consolidate:** Orig & Dest

**Miles to Gaining Facility:** 153.2

**Gaining Facility Name and Type:** Phoenix AZ P&DC

**Current 3D ZIP Code(s):** 850-853

## Summary of AMP Worksheets

### Savings/Costs

Mail Processing Craft Workhour Savings =	\$144,359	from Workhour Costs - Proposed
Non-MP Craft/EAS + Shared LDCs Workhour Savings (less Maint/Trans) =	(\$1,735)	from Other Curr vs Prop
PCES/EAS Supervisory Workhour Savings =	\$80,372	from Other Curr vs Prop
Transportation Savings =	\$0	from Transportation (HCR and PVS)
Maintenance Savings =	\$158,219	from Maintenance
Space Savings =	\$0	from Space Evaluation and Other Costs
<b>Total Annual Savings =</b>	<b>\$381,215</b>	
<b>Total One-Time Costs =</b>	<b>\$51,420</b>	from Space Evaluation and Other Costs
<b>Total First Year Savings =</b>	<b>\$329,795</b>	

### Staffing Positions

Craft Position Loss =	7	from Staffing - Craft
PCES/EAS Position Loss =	(10)	from Staffing - PCES/EAS

### Volume

Total FHP to be Transferred (Average Daily Volume) =	0	from Workhour Costs - Current
Current FHP at Gaining Facility (Average Daily Volume) =	10,068,024	from Workhour Costs - Current
Losing Facility Cancellation Volume (Average Daily Volume) =	19,904	(= Total TPH / Operating Days)

### Service

Service Standard Impacts by ADV	UPGRADED	DOWNGRADED	Unchanged + Upgrades	Unchanged + Upgrades
	ADV		ADV	%
First-Class Mail®				100.0%
Priority Mail®				100.0%
Package Services				100.0%
Periodicals				N/A*
Standard Mail				N/A*

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

rev 10/15/2009

# Summary Narrative

Last Saved: July 29, 2011

**Losing Facility Name and Type:** Flagstaff AZ CSMPC

**Current 3D ZIP Code(s):** 860

**Type of Distribution to Consolidate:** Orig & Dest

**Gaining Facility Name and Type:** Phoenix AZ P&DC

**Current 3D ZIP Code(s):** 850-853

## **Background:**

The Arizona Performance Cluster has completed an Area Mail Processing (AMP) study to assess the feasibility of relocating automated letter processing for both the outgoing and incoming secondary mail streams for SCF 860 from the Flagstaff Customer Service Mail Processing Facility (CSMPF) to the Phoenix P&DC.

Currently the Flagstaff CSMPF conducts outgoing primary distribution on all originating auto letters for SCF 860 in addition to prepping and canceling the Flagstaff city collections. Residual AZ and massed states letters are transported to the Phoenix P&DC for secondary distribution and dispatch. Flagstaff performs all incoming secondary distribution for the city and secondary auto letter distribution for the following SCF 860 Associate Offices (AOs): Holbrook, Page, Williams, and Winslow. Flagstaff cancellation and Outgoing Primary operations are on an AMP schedule to Phoenix on Saturdays. The current Flagstaff Mail Processing Equipment (MPE) inventory includes; one DIOSS, one DBCS, and one MicroMark facer canceller.

This AMP proposal would direct all Flagstaff collections to the Phoenix P&DC for prepping, cancellation, primary, and secondary distribution to include DPS. The remaining SCF 860 AOs would retain local (860) in letters, flats, priority, and parcels, and transport residual volumes to Flagstaff for dock transfer to Phoenix P&DC transportation. Secondary auto letters distribution for the aforementioned AOs would be performed in the Phoenix P&DC. This proposal would eliminate all LDC 41 distribution activities in Flagstaff.

The Flagstaff CSMPF is located 153.2 miles north of the Phoenix P&DC.

## **Financial Impacts:**

Annual baseline data is for the period of January 1, 2010, - December 31, 2010.

Total First Year Saving	\$ 329,795
Total Annual Savings	\$ 381,215

Total TPH Average Daily Volume moving from Flagstaff to Phoenix will be approximately 296,300 pieces.

rev 06/10/2009

## Summary Narrative *(continued)*

**Customer Service Impacts:**

No adverse impacts to service are anticipated, and the change should be transparent to SCF 860 customers.

Currently SCF 860 is OND only to itself. The AMP process would expand the SCF 860 OND FCM service standard to encompass SCFs 850, 851, 852, 853, and 857. The BMEU and retail unit times will not be affected by the AMP. Local collection box pick up times will remain unchanged and a local postmark will continue to be available at retail service locations.

**Transportation Impacts:**

This proposal will necessitate changes in HCR transportation between Flagstaff and Phoenix consisting of adjustments to schedules only at no additional cost.

**Staffing Impacts:**

Current projects from the AMP study indicate an impact of 7 craft employees at the Flagstaff office consisting of 4 mail processing and 3 maintenance electronic technicians. No additional staffing will be required in Phoenix for the additional workload being proposed transferred. \$30,000 is included in the proposal as a one-time cost to pay for relocation of up to 6 craft employees.

There will be a reduction of 1 authorized Supervisor Customer Services in Flagstaff. The proposal reflects an increase of 11 positions at Phoenix for a total net increase of 10 positions. However, this increase is the result of filling currently authorized vacancies. No additional EAS positions will be authorized in Phoenix as a result of this AMP.

Management and Craft Staffing Impacts							
	Losing Site			Gaining Site			Net Diff
	Current On-Rolls	Proposed	Diff	Current On-Rolls	Proposed	Diff	
Craft <sup>1</sup>	58	51	(7)	1,199	1,199	-	(7)
Management	4	3	(1)	97	108	11	10

<sup>1</sup> Craft = FTR+PTR+PTF+Casuals

# Summary Narrative (continued)

Mail Processing Management to Craft Ratio				
Management to Craft <sub>2</sub> Ratios	Current		Proposed	
	SDOs to Craft <sub>1</sub> (1:25 target)	MDOs+SDOs to Craft <sub>1</sub> (1:22 target)	SDOs to Craft <sub>1</sub> (1:25 target)	MDOs+SDOs to Craft <sub>1</sub> (1:22 target)
Losing	1 : 8	1 : 8	1 : 10	1 : 10
Gaining	1 : 21	1 : 19	1 : 21	1 : 19

<sup>1</sup> Craft = FTR+PTR+PTF+Casuals  
<sup>2</sup> Craft = F1 + F4 at Losing; F1 only at Gaining

It is noted that the EAS staffing does not meet target ratios. The EAS staffing at Flagstaff is also responsible for management of carriers. Those positions are not reflected in the ratios above. Also, there are two additional concurrent studies underway (Globe and Show Low) in which Phoenix is the gaining site. The EAS staffing for Phoenix will be re-evaluated after a decision is rendered on those studies.

As a matter of policy, the Postal Service follows the Worker Adjustment and Retraining Notification Act's ("WARN") notification requirements when the number of employees experiencing an employment loss within the meaning of WARN would trigger WARN's requirements. Some or all of the impacted employees described above may not experience an employment loss within the meaning of WARN due to transfers or reassignments.

**Mail Processing Equipment:**

Flagstaff currently utilizes one DIOSS, one DBCS, and one Micro Mark. The DBCS and DIOSS will be relocated within the Arizona Performance Cluster in a reallocation of automated equipment mix between facilities. Relocation of this equipment is included as a one-time cost of \$21, 420. The Micro Mark will be excess to the needs and identified as excess to the Western Area for disposition.

**Space Impacts:**

Elimination of auto letter processing at the Flagstaff facility will make approximately 12,000 square feet of workroom floor space available. Multiple scenarios are being reviewed to determine the best utilization for this space in conjunction with the FSO.

# 24 Hour Clock

Last Saved: July 29, 2011

Losing Facility Name and Type: Flagstaff AZ CSMPC

Current 3D ZIP Code(s): 860

Type of Distribution to Consolidate: Orig & Dest

Gaining Facility Name and Type: Phoenix AZ P&DC

Current 3D ZIP Code(s): 850-853

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	OCS 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
				23-Oct	SAT	10/23	PHOENIX P&DC	65.2%	91.2%	84.9%	92.2%
30-Oct	SAT	10/30	PHOENIX P&DC	63.2%	89.3%	86.3%	92.2%	1.1	72.8%	99.0%	55.9%
6-Nov	SAT	11/6	PHOENIX P&DC	59.5%	85.9%	80.8%	82.4%	1.1	76.0%	99.0%	47.9%
13-Nov	SAT	11/13	PHOENIX P&DC	62.1%	92.2%	86.4%	87.5%	1.1	83.2%	99.9%	60.3%
20-Nov	SAT	11/20	PHOENIX P&DC	63.1%	86.9%	80.3%	79.0%	1.4	78.9%	99.6%	60.9%
27-Nov	SAT	11/27	PHOENIX P&DC	60.4%	88.1%	82.5%	87.1%	1.6	71.3%	99.0%	54.8%
4-Dec	SAT	12/4	PHOENIX P&DC	56.9%	87.4%	72.3%	88.0%	2.0	87.4%	99.4%	52.2%
11-Dec	SAT	12/11	PHOENIX P&DC	51.0%	76.7%	72.9%	92.1%	0.9	65.8%	99.7%	54.2%
18-Dec	SAT	12/18	PHOENIX P&DC	57.9%	80.7%	74.0%	87.7%	1.6	60.3%	99.6%	46.1%
25-Dec	SAT	12/25	PHOENIX P&DC	69.2%	89.9%	80.4%	80.1%	0.8	66.3%	100.0%	48.2%
1-Jan	SAT	1/1	PHOENIX P&DC	61.7%	86.8%	79.5%	83.2%	1.9	70.2%	99.7%	47.9%
8-Jan	SAT	1/8	PHOENIX P&DC	62.7%	90.8%	84.9%	88.6%	0.4	74.1%	99.1%	68.0%
15-Jan	SAT	1/15	PHOENIX P&DC	60.4%	86.1%	80.6%	79.5%	0.9	74.9%	100.0%	52.2%
22-Jan	SAT	1/22	PHOENIX P&DC	64.8%	90.3%	81.9%	85.4%	1.5	76.5%	99.4%	51.6%
29-Jan	SAT	1/29	PHOENIX P&DC	62.5%	87.5%	80.7%	87.8%	0.6	75.2%	99.3%	56.5%
5-Feb	SAT	2/5	PHOENIX P&DC	57.2%	87.5%	78.1%	86.8%	0.6	70.8%	99.8%	55.9%
12-Feb	SAT	2/12	PHOENIX P&DC	62.8%	86.8%	80.0%	87.6%	1.4	80.8%	99.9%	48.6%
19-Feb	SAT	2/19	PHOENIX P&DC	60.4%	86.3%	86.6%	82.2%	1.0	81.8%	99.5%	44.1%
26-Feb	SAT	2/26	PHOENIX P&DC	64.2%	86.5%	88.1%	89.1%	0.9	83.2%	99.9%	58.1%
5-Mar	SAT	3/5	PHOENIX P&DC	64.4%	87.1%	86.2%	84.9%	1.2	87.9%	99.9%	52.8%
12-Mar	SAT	3/12	PHOENIX P&DC	63.9%	88.2%	84.8%	87.6%	0.4	75.9%	99.8%	55.3%

**No 24-Hour Clock data available for  
Flagstaff CSMPC**

rev 04/2/2008



# MAP

Last Saved: July 29, 2011

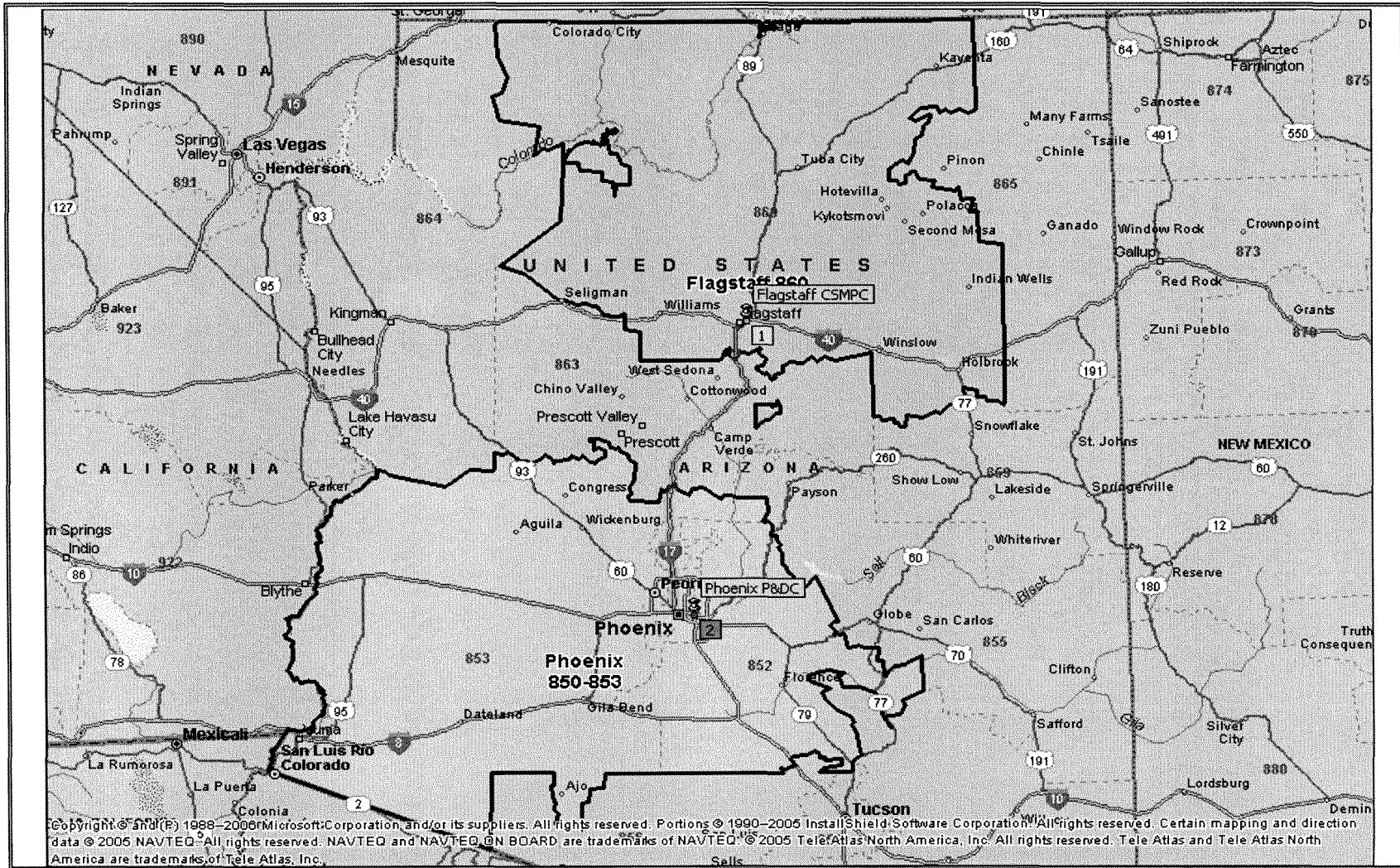
**Losing Facility Name and Type:** Flagstaff AZ CSMPC

**Current 3D ZIP Code(s):** 860

**Miles to Gaining Facility:** 153.2

**Gaining Facility Name and Type:** Phoenix AZ P&DC

**Current 3D ZIP Code(s):** 850-853



rev 03/20/2008

# Service Standard Impacts

Last Saved: July 29, 2011

Losing Facility: Flagstaff AZ CSMPC

Losing Facility 3D ZIP Code(s): 860

Gaining Facility 3D ZIP Code(s): 850-853

Based on report prepared by Network Integration Support dated: 3/22/2011

<b>Service Standard Changes - Average Daily Volume</b> (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		2.6%		0.0%		0.6%		0.5%		0.0%		0.0%		0.6%		0.6%
DOWNGRADE		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%
TOTAL		2.6%		0.0%		0.6%		0.5%		0.0%		0.0%		0.6%		0.6%
NET UP+NO CHNG		2.6%		0.0%		0.6%		0.5%		0.0%		0.0%		0.6%		0.6%
VOLUME TOTAL																

\* - 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*

<b>Service Standard Changes - Pairs</b>																
	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	9	30.0%	0	0.0%	9	0.1%	9	0.1%	640	5.3%	923	7.7%	8	0.1%	1,589	2.7%
DOWNGRADE	0	0.0%	0	0.0%	0	0.0%	0	0.0%	1	0.0%	4	0.0%	0	0.0%	5	0.0%
TOTAL	9	30.0%	0	0.0%	9	0.1%	9	0.1%	641	5.4%	927	7.7%	8	0.1%	1,594	2.7%
NET	9	30.0%	0	0.0%	9	0.1%	9	0.1%	639	5.3%	919	7.7%	8	0.1%	1,584	2.6%

rev 10/16/2009

# Stakeholders Notification

(WorkBook Tab Notification - 1)

Last Saved: July 29, 2011

Stakeholder Notification Page 1

**Losing Facility:** Flagstaff AZ CSMPC

**AMP Event:** Start of Study

## Employees

**Stand-up Talk**  
(Method)

**03/17/2011**  
Date

**Newsbreak**  
(Method)

**03/17/2011**  
Date

## Employee Organizations

**President, APWU**  
(Title/Union)

**03/17/2011**  
Date

**President, NPMHU**  
(Title/Union)

**03/17/2011**  
Date

**Area Vice President, NAPS**  
(Title/Union)

**03/17/2011**  
Date

**AZ Chapter President, NAPUS**  
(Title/Union)

**03/17/2011**  
Date

**Western Area Coordinator, League of Postm.**  
(Title/Union)

**03/17/2011**  
Date

**Western Regional Coord., APWU**  
(Title/Union)

**03/17/2011**  
Date

**National Business Agent, NALC**  
(Title/Union)

**03/17/2011**  
Date

**Western Regional Director, NPMHU**  
(Title/Union)

**03/17/2011**  
Date

**Executive Committeeman, NRLCA**  
(Title/Union)

**03/17/2011**  
Date

**President, NPMHU**  
(Title/Union)

**03/17/2011**  
Date

**National Business Agent, APWU**  
(Title/Union)

**03/17/2011**  
Date

**AZ State President, NRLCA**  
(Title/Union)

**03/17/2011**  
Date

**National League of Postmasters**  
(Title/Union)

**03/17/2011**  
Date

**State President, NAPS**  
(Title/Union)

**03/17/2011**  
Date

**President, NAPUS**  
(Title/Union)

**03/17/2011**  
Date

## Government Officials

**John McCain**  
(Contact Person)

**United States Senate**  
(Title/Office)

**03/17/2011**  
Date

**Jon Kyl**  
(Contact Person)

**United States Senate**  
(Title/Office)

**03/17/2011**  
Date

**Paul Goser**  
(Contact Person)

**U.S. House of Representatives**  
(Title/Office)

**03/17/2011**  
Date

## Media

**Arizona Daily Sun**  
(Company Name)

**03/17/2011**  
Date

rev 07/16/2008

# Stakeholders Notification (continued)

(WorkBook Tab Notification - 1)

Stakeholder Notification Page 2

Lossing Facility: Flagstaff AZ CSMPC

AMP Event: Start of Study

## Community Organizations/Groups



Mayor, Flagstaff

(Organization Name)

03/17/2011

Date

President, Chamber of Commerce

(Organization Name)

03/17/2011

Date

## Local Mailers



03/17/2011

Date

03/17/2011

Date

03/17/2011

Date

03/17/2011

Date

03/17/2011

Date

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03/17/2011

Date































## Other Workhour Move Analysis

Last Saved: July 29, 2011

Losing Facility: Flagstaff AZ CSMPC

Gaining Facility: Phoenix AZ P&DC

Date Range of Data: 01/01/10 to 12/31/10

### Current Other Craft Workhours

Losing Facility					Gaining Facility				
Current MODS Operation Number	Percent Moved to Gaining (%)	Reduction Due to EoS (%)	Current Annual Workhours	Current Annual Workhour Cost (\$)	Current MODS Operation Number	Percent Moved to Losing (%)	Reduction Due to EoS (%)	Current Annual Workhours	Current Annual Workhour Cost (\$)
750	0.0%	100.0%		\$147,849	750				\$18,332,399
001				\$61,466	001				\$0
065				\$539,918	065				\$0
355				\$336,158	355				\$0
421				\$1,349,981	421				\$0
470				\$224	470				\$0
569				\$4,104	569				\$0
647				\$86,186	647				\$0
713				\$589,901	713				\$0
714				\$352,999	714				\$0
731				\$23,520	731				\$0
733				\$34,491	733				\$0
743				\$10,215	743				\$0
747				\$264,591	747				\$6,677,405
753				\$86,257	753				\$2,528,531
					515				\$0
					566				\$208,439
					581				\$1,744,106
					582				\$191,161
					614				\$8,126
					616				\$71,886
					634				\$2,062
					653				\$549
					665				\$100,664
					666				\$68,378
					673				\$41,886
					679				\$253,190
					680				\$54,462
					742				\$984
					745				\$1,764,280
					783				\$311,843
					765				\$630,249
					786				\$14,452,144

### Proposed Other Craft Workhours

Losing Facility			Gaining Facility		
Proposed MODS Operation Number	Proposed Annual Workhours	Proposed Annual Workhour Cost (\$)	Proposed MODS Operation Number	Proposed Annual Workhours	Proposed Annual Workhour Cost (\$)
750		\$0	750		\$18,332,399
001		\$81,466	001		\$0
065		\$539,918	065		\$0
355		\$336,158	355		\$0
421		\$1,349,981	421		\$0
470		\$224	470		\$0
569		\$4,104	569		\$0
647		\$86,186	647		\$0
713		\$589,901	713		\$0
714		\$352,999	714		\$0
731		\$23,520	731		\$0
733		\$34,491	733		\$0
743		\$10,215	743		\$0
747		\$264,591	747		\$6,677,405
753		\$86,257	753		\$2,528,531
			515		\$1,735
			566		\$208,439
			581		\$1,744,106
			582		\$191,161
			614		\$8,126
			616		\$71,886
			634		\$2,062
			653		\$549
			665		\$100,664
			666		\$68,378
			673		\$41,886
			679		\$253,190
			680		\$54,462
			742		\$984
			745		\$1,764,280
			783		\$311,843
			765		\$630,249
			786		\$14,452,144











# Staffing - Management

Last Saved: July 29, 2011

**Losing Facility:** Flagstaff AZ CSMPC

**Data Extraction Date:** \_\_\_\_\_

**Finance Number:** ██████████

<b>Management Positions</b>						
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	SUPV CUSTOMER SERVICES	EAS-17	3	3	2	-1
3						
4						
5						
6						
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78					
79					
	<b>Totals</b>		<b>4</b>	<b>4</b>	<b>3 (1)</b>

Retirement Eligibles: 0

Position Loss:

Gaining Facility: Phoenix AZ P&DC

Data Extraction Date: \_\_\_\_\_

Finance Number: \_\_\_\_\_

Management Positions						
Line	(12) Position Title	(13) Level	(14) Current Auth Staffing	(15) Current On-Rolls	(16) Proposed Staffing	(17) Difference
1	SR PLANT MANAGER (1)	PCES-01	1	1	1	0
2	MGR IN-PLANT SUPPORT	EAS-25	1	1	1	0
3	MGR MAINTENANCE (LEAD)	EAS-25	1	1	1	0
4	SR MGR DISTRIBUTION OPERATIONS	EAS-25	1	1	1	0
5	MGR DISTRIBUTION OPERATIONS	EAS-24	3	3	3	0
6	MGR MAINTENANCE OPERATIONS	EAS-23	4	4	4	0
7	MGR TRANSPORTATION/NETWORKS	EAS-23	1	1	1	0
8	MGR DISTRIBUTION OPERATIONS	EAS-22	1	0	1	1
9	OPERATIONS INDUSTRIAL ENGINEER (FI	EAS-22	4	3	4	1
10	OPERATIONS INDUSTRIAL ENGINEER (FI	EAS-21	1	1	1	0
11	MGR DISTRIBUTION OPERATIONS	EAS-20	1	1	1	0
12	MGR MAINT ENGINEERING SUPPORT	EAS-20	1	1	1	0
13	MGR MAINTENANCE OPERATIONS SUPPT	EAS-20	1	1	1	0
14	OPERATIONS SUPPORT SPECIALIST	EAS-20	1	1	1	0
15	MAINTENANCE ENGINEERING SPECIALIST	EAS-19	2	2	2	0
16	MGR FIELD MAINT OPRNS (LEAD)	EAS-19	1	1	1	0
17	MGR PVS OPERATIONS	EAS-19	1	1	1	0
18	NETWORKS SPECIALIST	EAS-18	1	1	1	0
19	OPERATIONS SUPPORT SPECIALIST	EAS-18	3	2	3	1
20	OPERATIONS SUPPORT SPECIALIST	EAS-17	11	11	11	0
21	SUPV DISTRIBUTION OPERATIONS	EAS-17	37	31	37	6
22	SUPV MAINTENANCE OPERATIONS	EAS-17	17	15	17	2
23	SUPV MAINTENANCE OPERATIONS SUPPOR	EAS-17	1	1	1	0
24	SUPV TRANSPORTATION OPERATIONS	EAS-17	9	9	9	0
25	NETWORKS SPECIALIST	EAS-16	2	2	2	0
26	SECRETARY (FLD)	EAS-12	1	1	1	0
27						
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79					
	<b>Total</b>	<b>108</b>	<b>97</b>	<b>108</b>	<b>11</b>

Retirement Eligibles: 0

Position Loss: (11)

**Total PCES/EAS Position Loss:** (10) (This number carried forward to the *Executive Summary*)

rev 11/05/2008

# Staffing - Craft

Last Saved: July 29, 2011

Losing Facility: Flagstaff AZ CSMPC

Finance Number: [REDACTED]

Data Extraction Date:

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	0	8	15	23	19	(4)
Function 1 - Mail Handler	0	0	0		0	0
Function 4 - Mail Handler	0	0	0		0	0
<b>Function 1 &amp; 4 Sub-Total</b>	<b>0</b>	<b>8</b>	<b>15</b>	<b>23</b>	<b>19</b>	<b>(4)</b>
Function 3A - Vehicle Service	0	0	0			
Function 3B - Maintenance	0	0	8	8	5	(3)
Functions 67-69 - Lmtd/Rehab/WC		0	0			
Other Functions	0	1	26	27	27	0
<b>Total</b>	<b>0</b>	<b>9</b>	<b>49</b>	<b>58</b>	<b>51</b>	<b>(7)</b>

Retirement Eligibles: 0

Gaining Facility: Phoenix AZ P&DC

Finance Number: [REDACTED]

Data Extraction Date:

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	23	0	509	532	532	0
Function 1 - Mail Handler	12	4	230	246	246	0
<b>Function 1 Sub-Total</b>	<b>35</b>	<b>4</b>	<b>739</b>	<b>778</b>	<b>778</b>	<b>0</b>
Function 3A - Vehicle Service	13	0	176	189	189	0
Function 3B - Maintenance	0	0	222	222	222	0
Functions 67-69 - Lmtd/Rehab/WC		0	3	3	3	0
Other Functions	0	0	7	7	7	0
<b>Total</b>	<b>48</b>	<b>4</b>	<b>1,147</b>	<b>1,199</b>	<b>1,199</b>	<b>0</b>

Retirement Eligibles: 0

Total Craft Position Loss: 7 (This number carried forward to the Executive Summary)

(13) Notes:

rev 11/05/2008

# Maintenance

Last Saved: July 29, 2011

**Losing Facility:** Flagstaff AZ CSMPC

**Gaining Facility:** Phoenix AZ P&DC

**Date Range of Data:** Jan-01-2010 : Dec-31-2010

	<b>Workhour Activity</b>	(1) Current Cost	(2) Proposed Cost	(3) Difference
LDC 36	Mail Processing Equipment	\$ 147,849	\$ 0	\$ (147,849)
LDC 37	Building Equipment	\$ 86,257	\$ 86,257	\$ 0
LDC 38	Building Services <i>(Custodial Cleaning)</i>	\$ 264,591	\$ 264,591	\$ 0
LDC 39	Maintenance Operations Support	\$ 0	\$ 0	\$ 0
LDC 93	Maintenance Training	\$ 152	\$ 152	\$ 0
	<b>Workhour Cost Subtotal</b>	<b>\$ 498,848</b>	<b>\$ 350,999</b>	<b>\$ (147,849)</b>
	<b>Other Related Maintenance &amp; Facility Costs</b>			
<b>Total</b>	Maintenance Parts, Supplies & Facility Utilities	\$ 99,370	\$ 89,000	\$ (10,370)
	Adjustments <i>(from "Other Curr vs Prop" tab)</i>	\$ 0		
	<b>Grand Total</b>	<b>\$ 598,218</b>	<b>\$ 439,999</b>	<b>\$ (158,219)</b>

	<b>Workhour Activity</b>	(4) Current Cost	(5) Proposed Cost	(6) Difference
LDC 36	Mail Processing Equipment	\$ 18,332,399	\$ 18,332,399	\$ 0
LDC 37	Building Equipment	\$ 2,528,531	\$ 2,528,531	\$ 0
LDC 38	Building Services <i>(Custodial Cleaning)</i>	\$ 6,677,405	\$ 6,677,405	\$ 0
LDC 39	Maintenance Operations Support	\$ 1,892,690	\$ 1,892,690	\$ 0
LDC 93	Maintenance Training	\$ 0	\$ 0	\$ 0
	<b>Workhour Cost Subtotal</b>	<b>\$ 29,431,026</b>	<b>\$ 29,431,026</b>	<b>\$ 0</b>
	<b>Other Related Maintenance &amp; Facility Costs</b>			
<b>Total</b>	Maintenance Parts, Supplies & Facility Utilities	\$ 3,448,969	\$ 3,448,969	\$ 0
	Adjustments <i>(from "Other Curr vs Prop" tab)</i>	\$ 0		
	<b>Grand Total</b>	<b>\$ 32,879,995</b>	<b>\$ 32,879,995</b>	<b>\$ 0</b>

**Annual Maintenance Savings: \$158,219** (This number carried forward to the Executive Summary)

(7) Notes: \_\_\_\_\_

rev 04/13/2009

**Transportation - PVS**  
Last Saved: July 29, 2011

**Losing Facility:** Flagstaff AZ CSMPC  
**Finance Number:**                       
**Date Range of Data:** 01/01/10 -- to -- 12/31/10

**Gaining Facility:** Phoenix AZ P&DC  
**Finance Number:**                     

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

	(4) Current	(5) Proposed	(6) Difference
<b>PVS Owned Equipment</b>			
Seven Ton Trucks			0
Eleven Ton Trucks			0
Single Axle Tractors			0
Tandem Axle Tractors			0
Spotters			0
<b>PVS Transportation</b>			
Total Number of Schedules			0
Total Annual Mileage			0
<b>Total Mileage Costs</b>			<b>\$0</b>
<b>PVS Leases</b>			
Total Vehicles Leased			0
<b>Total Lease Costs</b>			<b>\$0</b>
<b>PVS Workhour Costs</b>			
LDC 31 (617, 679, 764)	\$253,190	\$253,190	\$0
LDC 34 (765, 766)	\$15,082,392	\$15,082,392	\$0
Adjustments (from "Other Curr vs Prop" tab)		\$0	
<b>Total Workhour Costs</b>	<b>\$15,335,582</b>	<b>\$15,335,582</b>	<b>\$0</b>

**PVS Transportation Savings (Losing Facility):**

**PVS Transportation Savings (Gaining Facility):**

**Total PVS Transportation Savings:**  <<<= (This number is summed with Total from 'Trans-HCR' and carried forward to the Executive Summary as Transportation Savings )

(7) Notes: Flagstaff CSMPC is all HCR. No PVS Operations







1 Route Numbers	2 Current Annual Mileage	3 Current Annual Cost	4 Current Cost per Mile	5 Proposed Annual Mileage	6 Proposed Annual Cost	7 Proposed Cost per Mile

8 Route Numbers	9 Current Annual Mileage	10 Current Annual Cost	11 Current Cost per Mile	12 Proposed Annual Mileage	13 Proposed Annual Cost	14 Proposed Cost per Mile

Proposed Trip Impacts	Current Losing	Moving to Gain (-)	Other Changes (+/-)	Trips from Gaining	Proposed Result
	0	0	0	0	0

Proposed Trip Impacts	Current Gaining	Moving to Lose (-)	Other Changes (+/-)	Trips from Losing	Proposed Result
	424,322	0	0	0	424,322

HCR Annual Savings (Losing Facility):           \$0          

HCR Annual Savings (Gaining Facility):           \$0          

Total HCR Transportation Savings:           \$0          

<<=<= (This number is summed with Total from 'Trans-PVS' and carried forward to the Executive Summary as Transportation Savings )

rev 11/05/2008



### MPE Inventory

Last Saved: July 29, 2011

**Losing Facility:** Flagstaff AZ CSMPC

**Gaining Facility:** Phoenix AZ P&DC

**Data Extraction Date:** 03/28/11

Equipment Type	(1) Current Number	(2) Proposed Number	(3) Difference
AFCS	0	0	0
AFSM - ALL	0	0	0
APPS	0	0	0
CIOSS	0	0	0
CSBCS	0	0	0
DBCS	1	0	(1)
DBCS-OSS	0	0	0
DIOSS	1	0	(1)
FSS	0	0	0
SPBS	0	0	0
UFSM	0	0	0
FC / MICRO MARK	1	0	(1)
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

Equipment Type	(4) Current Number	(5) Proposed Number	(6) Difference	(7) Excess Equipment	(8) Relocation Costs
AFCS	10	10	0	0	
AFSM 100	0	0	0	0	
APPS	0	0	0	0	
CIOSS	4	4	0	0	
CSBCS	0	0	0	0	
DBCS	51	52	1	0	\$13,440
DBCS-OSS	0	0	0	0	
DIOSS	7	8	1	0	\$7,980
FSS	0	0	0	0	
SPBS	0	0	0	0	
UFSM	0	0	0	0	
FC / MICRO MARK	0	0	0	(1)	
ROBOT GANTRY	6	6	0	0	
HSTS / HSUS	0	0	0	0	
LCTS / LCUS	2	2	0	0	
LIPS	0	0	0	0	
MLOCR-ISS	0	0	0	0	
MPBCS-OSS	0	0	0	0	
TABBER	3	3	0	0	
POWERED INDUSTRIAL EQUIPMENT	0	0	0	0	

**Mail Processing Equipment Relocation Costs from Losing to Gaining Facility:** \$21,420 (This number is carried forward to *Space Evaluation and Other Costs*)

(9) Notes: DBCS / DIOSS relocated from Flagstaff - CIO workroom floor accomadation

something2

something3

rev 03/04/2008

## Customer Service Issues

Last Saved: July 29, 2011

**Losing Facility:** Flagstaff AZ CSMPC

**5-Digit ZIP Code:** 86004

**Data Extraction Date:** \_\_\_\_\_

**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:		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.
28	52						
86	50						
7	0						
121	102	0	0	0	0	0	0

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

10

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

0

**4. Delivery Performance Report**

% Carriers returning before 5 p.m.

Quarter/FY	Percent
QTR2 FY11	68.3%
QTR1 FY11	59.2%
QTR4 FY10	72.8%
QTR3 FY10	85.4%

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

	Current		Proposed	
	Start	End	Start	End
Monday	9:00	17:30	9:00	17:30
Tuesday	9:00	17:30	9:00	17:30
Wednesday	9:00	17:30	9:00	17:30
Thursday	9:00	17:30	9:00	17:30
Friday	9:00	17:30	9:00	17:30
Saturday	9:00	14:00	9:00	14:00

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

	Current		Proposed	
	Start	End	Start	End
Monday	9:30	16:00	9:30	16:00
Tuesday	9:30	16:00	9:30	16:00
Wednesday	9:30	16:00	9:30	16:00
Thursday	9:30	16:00	9:30	16:00
Friday	9:30	16:00	9:30	16:00
Saturday				

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

Yes

**8. Notes:**

**Gaining Facility:** Phoenix AZ P&DC

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

Line 1 Phoenix P&DC

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

rev 6/18/2008

## Space Evaluation and Other Costs

Last Saved: July 29, 2011

Losing Facility: Flagstaff AZ CSMPC

### Space Evaluation

1. Affected Facility

Facility Name: Flagstaff CSMPC  
Street Address: 2400 Postal BLVD  
City, State ZIP: Flagstaff, AZ 86004

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

Enter annual lease cost: N/A  
Enter lease expiration date: N/A  
Enter lease options/terms: N/A

3. Current Square Footage

Enter the total interior square footage of the facility: 31,884  
Enter gained square footage expected with the AMP: 12,000

4. Planned use for acquired space from approved AMP

reconfigure workspace layout to maximize available space - consider Downtown Station relocation  
as part of Node Study with FSO

5. Facility Costs

Enter any projected one-time facility costs: \_\_\_\_\_  
(This number shown below under One-Time Costs section.)

6. Savings Information

Space Savings (\$): \_\_\_\_\_  
(This number carried forward to the Executive Summary)

7. Notes

Employee Relocation: 1-SCS, 3-Ets, and 2-Clerks  
Expect to accomodate 1 clerk position within commute distance

### One-Time Costs

Employee Relocation Costs: \$30,000

Mail Processing Equipment Relocation Costs: \$21,420  
(from MPE Inventory)

Facility Costs: \$0  
(from above)

Total One-Time Costs: \$51,420  
(This number carried forward to Executive Summary)

### Remote Encoding Center Cost per 1000

Losing Facility: Flagstaff AZ CSMPC

Gaining Facility: Phoenix AZ P&DC