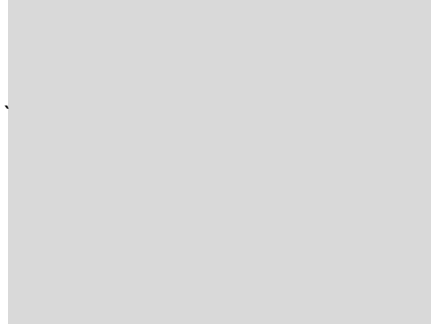


# MPFR Data Entry Page

## 1. "Transfer From" Facility Information

**Type of Distribution Consolidated:** Originating  
**Facility Name & Type:** Fort Myers FL P&DC  
**Street Address:** 14080 JetPort Loop RM B-111  
**City:** Fort Myers  
**State:** FL  
**5D Facility ZIP Code:** 33913  
**Retail & Delivery District:** Florida 2  
**Retail & Delivery Area:** Southern  
**Finance Number:** [REDACTED]  
**Current 3D ZIP Code(s):** 339, 341  
**Shape:** Letters and Flats  
**Miles to "Transfer To" Facility:** 143  
**Processing Region:** Eastern  
**Processing Division:** Gulf Atlantic  
**Plant Manager:** Victor Groves (A)  
**Sr. Division Director:** Mark D Dahlstrom



## 2. "Transfer To" Facility Information

**Facility Name & Type:** Tampa FL P&DC  
**Street Address:** 3501 Bessie Coleman Blvd FL 2  
**City:** Tampa  
**State:** FL  
**5D Facility ZIP Code:** 33630  
**Retail & Delivery District:** Florida 2  
**Retail & Delivery Area:** Southern  
**Finance Number:** [REDACTED]  
**Current 3D ZIP Code(s):** 335-338, 342, 346  
**Shape:** Letters and Flats  
**Processing Region:** Eastern  
**Processing Division:** Gulf Atlantic  
**Plant Manager:** James E Shaffer  
**Sr. Division Director:** Mark D Dahlstrom

## 3. Background Information

**Start of Study:** Nov-22-2023  
**Date Range of Data:** Oct 1, 2022 - Sept 30, 2023  
**Bargaining Unit Hours per Year:** 1750  
**EAS Hours per Year:** 1840

## 4. Other Information

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

# MPFR Approval Signatures

**Transfer From Facility Name and Type:** Fort Myers FL P&DC  
**Facility ZIP Code:** 33913  
**Finance Number:** ██████████  
**Current SCF ZIP Code(s):** 339, 341

**Type of Distribution Consolidated:** Originating

**Transfer To Facility Name and Type:** Tampa FL P&DC **Shape:** Letters and Flats  
**Facility ZIP Code:** 33630  
**Finance Number:** ██████████  
**Current SCF ZIP Code(s):** 335-338, 342, 346

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 VICTOR.R GROVES JR  
on 2024-02-29 10:57:40 EST

**Victor Groves (A)**

Printed Name

Signature

Date

**Gulf Atlantic Sr. Division Director**

E-SIGNED by MARK.D DAHLSTROM  
on 2024-02-29 13:58:19 EST

**Mark D Dahlstrom**

Printed Name

Signature

Date

**TRANSFER TO FACILITY:**

**Plant Manager:**

E-SIGNED by James.E Shaffer  
on 2024-03-08 14:26:16 EST

**James E Shaffer**

Printed Name

Signature

Date

**Plant Manager:**

E-SIGNED by Megan.A Conley  
on 2024-03-01 20:52:04 EST

**Megan A Conley**

Printed Name

Signature

Date

**Gulf Atlantic Sr. Division Director:**

E-SIGNED by MARK.D DAHLSTROM  
on 2024-02-29 13:58:24 EST

**Mark D Dahlstrom**

Printed Name

Signature

Date

**Gulf Atlantic Sr. Division Director:**

E-SIGNED by MARK.D DAHLSTROM  
on 2024-02-29 13:58:33 EST

**Mark D Dahlstrom**

Printed Name

Signature

Date

**REGION:**

**Eastern Regional Vice President:**

E-SIGNED by Todd.S Hawkins  
on 2024-04-08 19:59:46 GMT

**Todd Hawkins**

Printed Name

Signature

Date

**HEADQUARTERS:**

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

E-SIGNED by DANE.A COLEMAN  
on 2024-04-08 21:16:11 GMT

**Dane A Coleman**

Printed Name

Signature

Date

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

# Executive Summary

**Transfer From Facility Name and Type:** Fort Myers FL P&DC

**Street Address:** 14080 JetPort Loop RM B-111

**City, State:** Fort Myers, FL

**Current 3D ZIP Code(s):** 339, 341

**Type of Distribution to Consolidate:** Originating

**Transfer To Facility Name and Type:** Tampa FL P&DC

**Current 3D ZIP Code(s):** 335-338, 342, 346

**Miles between facilities:** 143

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

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

**Miles between facilities:** 0

## Summary of MPFR Analysis

### Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$420K - \$550K</u>	From Processing Tab
Management Workhour Savings =	<u>\$180K - \$240K</u>	From Management Complement Tab
Transportation Savings =	<u>\$900K - \$1.2M</u>	From Logistics Tab
Maintenance Savings =	<u>\$900K - \$1.2M</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
<b>Total Annual Savings =</b>	<b><u>\$2.4M - \$3.2M</u></b>	
<b>Total One-Time Costs =</b>	<b><u>\$0</u></b>	From One-Time Costs Tab
<b>Total First Year Savings =</b>	<b><u>\$2.4M - \$3.2M</u></b>	

### Staffing Positions

Net Craft Position Loss =	<u>19</u>	From Craft Complement Tab
Net Management Position Loss =	<u>2</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 712 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

# Summary Narrative

## Background

The Fort Myers FL P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCFs 339 and 341. The Fort Myers facility is 295,086 square feet. The Fort Myers facility is located 143 miles from the Tampa FL P&DC. The Mail Processing Facility Review (MPFR) proposal to move originating letter and flat mail from Fort Myers FL P&DC to Tampa FL P&DC and packages to Ybor City FL 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.

During the review process, it was determined that the Packages had moved to the Ybor City P&DC before this MPFR was announced. Therefore, Packages are no longer in the scope of this MPFR. The MPFR is only to move Letter and Flat mail to the Tampa P&DC.

## Facility Future

The Fort Myers facility is not closing and will remain open and be modernized as a Local Processing Center.

## Customer Service Impacts

Retail and business mail acceptance services currently provided at the Fort Myers 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 expected 712 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 \$2,400,000 to \$3,200,000. There are no projected one-time costs associated with this MPFR.

<b>Savings / Costs</b>		
Mail Processing Craft Workhour Savings	=	\$420K - \$550K
Management Workhour Savings	=	\$180K - \$240K
Transportation Savings	=	\$900K - \$1.2M
Maintenance Savings	=	\$900K - \$1.2M
Space Savings	=	\$0
<b>Total Annual Savings</b>	=	<b>\$2.4M - \$3.2M</b>
<b>Total One-Time Costs</b>	=	<b>\$0</b>
<b>Total First Year Savings</b>	=	<b>\$2.4M - \$3.2M</b>

## Mail Processing Employee Impacts

The MPFR is projecting an annual mail processing savings between \$420,000 to \$550,000. The Fort Myers MPFR identified a net reduction of 7 craft positions and 0 management position. Organization Design will determine the future Tampa FI P&DC management staffing.

<b>Net Craft Staffing Impacts - Both Sites</b>											
Ft Myers P&DC				Tampa P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-53	-12	0	-65	46	0	0	46	-7	-12	0	-19

<b>Net Management Impacts</b>											
Ft Myers P&DC				Tampa P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-2	-2	0	-4	2	0	0	2	0	-2	0	-2

## Maintenance

The MPFR is projecting an annual maintenance savings between \$900,000 to \$1,200,000 due to supporting different equipment sets. The MPFR identified a reduction of 12 craft positions and 2

## **Transportation**

The MPFR shows an annual savings between \$900,000 to \$1,200,000 due to modifying and eliminating existing HCR service. The MPFR has identified no staffing impacts [at this time](#).

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

There are no proposed one-time costs for this MPFR. Any space in Fort Myers made available due to the transfer of operations to Tampa would be evaluated for future utilization.

## **Conclusion**

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

The Fort Myers P&DC to Tampa P&DC MPFR projects an annual savings between \$2.5M and \$3.3M with no proposed one-time costs.

This go-forward plan for the Fort Myers 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



## Craft Complement

Career Impacts by Craft - Ft Myers 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
-29	4	-25	-24	18	-6	-12	0	-43

This is only the impact to the Ft Myers facility

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

Net Craft Staffing Impacts - Both Sites											
Ft Myers P&DC				Tampa P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-53	-12	0	-65	46	0	0	46	-7	-12	0	-19

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.	-7
F3A Logistics	0
F3B Maint.	-12
<b>Total</b>	<b>-19</b>



## Management Complement

Management Impacts - Fort Myers Only			
Fort Myers P&DC			
Processing	Maintenance	Logistics	Total
-2	-2	0	-4

This is only the impact to the Fort Myers facility

Net Management Impacts											
Ft Myers P&DC				Tampa P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-2	-2	0	-4	2	0	0	2	0	-2	0	-2

This impact takes both sites into account and reflects the Organizational impact.

This is used to determine the F1 Savings in the MPFR workbook.

### Summary for Workbook

	Net Management Impacts	Management Savings \$
F1 Proc.	0	\$0
F3A Logistics	0	\$0
F3B Maint.	-2	\$301,836
<b>Total</b>	<b>-2</b>	<b>\$301,836</b>
Estimated Savings Range		<b>\$180K - \$240K</b>

OM to Payroll Staffing Condition Report

Run Date: 01/03/24

Run Time: 08:22:19 CT

SAP Organizational Management Data			Payroll Form 50 Data			
Occupation Series/Code	Title	Pay Scale/Grade Type & Group	Total Authorized	On Rolls Count	Variance On Rolls - Authorized	
<b>FT MYERS FL P&amp;DC</b>						
23020039	PLANT MANAGER	EAS-25	1	1	0	OCC
23550054	MGR MAINTENANCE	EAS-23	1	1	0	OCC
8960028	INDUSTRIAL ENGINEER (PROCESSING)	EAS-21	1	0	-1	VAC
23157143	MGR PROCESSING SUPPORT	EAS-21	1	1	0	OCC
23157141	MGR DISTRIBUTION OPERATIONS	EAS-20	1	1	0	OCC
23550030	MAINTENANCE SUPPORT SPECIALIST	EAS-19	1	1	0	OCC
23150067	MGR DISTRIBUTION OPERATIONS	EAS-19	2	2	0	OCC
23550021	MGR MAINTENANCE SUPPORT	EAS-19	1	1	0	OCC
8960019	INDUSTRIAL ENGN TRAINEE (LVL-01)	EAS-17	0	1	1	NAU
23150106	PROCESSING SUPPORT SPECIALIST	EAS-17	1	1	0	OCC
23150066	SUPV DISTRIBUTION OPERATIONS	EAS-17	13	13	0	OCC
23150103	SUPV DISTRIBUTION OPS (RELIEF)	EAS-17	2	2	0	OCC
23550010	SUPV MAINTENANCE OPERATIONS	EAS-17	6	5	-1	VAC
23550066	SUPV MAINTENANCE OPS (RELIEF)	EAS-17	1	1	0	OCC
3180007	ADMINISTRATIVE ASSISTANT (FLD)	EAS-15	1	1	0	OCC
Cost Center	Total		35	34	-1	
Report	Total		35	34		

USPS Confidential

## Service Standard Impacts

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

There will be an expected 712 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrade	Downgrades
GAL	184	0
FCM	176	0
MKT	6	0
PER	162	0
GAH	184	0
	712	0



# Customer Service Analysis

Transfer From Facility: Fort Myers FL P&DC

Current 3-Digit ZIP Code(s): 339, 341  
 Data Extraction Date: 01/08/24

**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: 339		3-Digit ZIP Code: 341		3-Digit ZIP Code:		3-Digit ZIP Code:	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
1	1	11	28				
0	0	28	62				
0	0	65	7				
1	1	104	97	0	0	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**

**Florida 2 District**

% Carriers returning after 1700

Quarter/FY	Percent
Q1 FY24	58.7%
Q2 FY23	48.7%
Q3 FY23	43.6%
Q4 FY23	40.6%

**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	9:30am	6pm	9:30am	6pm
Tuesday	9:30am	6pm	9:30am	6pm
Wednesday	9:30am	6pm	9:30am	6pm
Thursday	9:30am	6pm	9:30am	6pm
Friday	9:30am	6pm	9:30am	6pm
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: Retail available at Fort Myers PO approx. 10 miles away.

Transfer To Facility: Tampa FL 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

FT MYERS FL P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			131
Flats			35
Packages			41
Other			116
<b>Grand Total</b>			<b>323</b>

Mail Mix	Future Workload Content @ Current Facility	Current Workhours Used for Remaining Volume	Current Efficiency Index (EI) for Remaining Volume	Current FTEs for Remaining Volume
Letters			6,245	110
Flats			6,149	32
Packages			3,308	37
Other			3,327	92
<b>Grand Total</b>				<b>271</b>

Current On Rolls 324  
Impact (52)

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			3,249	21	3,736		19	(2)	\$ 198,083
Flats			7,348	4	8,450		3	(1)	\$ 99,041
Packages			2,025	4	2,329		3	(1)	\$ 99,041
Other			1,356	24	1,559		21	(3)	\$ 297,124
<b>Grand Total</b>				<b>53</b>			<b>46</b>	<b>(7)</b>	<b>\$ 693,289</b>

Estimated Savings Range

**\$420,000-\$550,000**

\$420K - \$550K

Major MPE Equipment List		
Equipment	Current Count	Future Count
AAA	2	0
AFC5200	4	0
AFSM100	2	2
AFTL	1	1
AIAFSM	2	2
APBS	1	1
ASD CA	2	2
ASD DA	3	3
ATSH	2	2
ATSU	2	2
ATU	2	2
BDS	5	0
CIOSS	3	3
DBCS	12	12
DIOSS	2	1
DPRC	1	0
FRES	1	1
JCAF5M	1	0
LAN	1	1
LCREM	2	2
LMS AA	1	0
LMS BA	1	1
MSWVB	5	5
RCS	2	2
SDUS CB	1	1
SDUS EA	1	1
SHRED	1	1
TACS	1	1
TT BA	1	1
TT BA	27	27
TT IA	12	12
TT IA	5	5
VFS AA	4	0
VFS BA	2	0

Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
FT MYERS FL P&DC	12	53	4	35	4	108

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
FT MYERS FL P&DC	\$1,811,017	\$6,647,060	\$506,087	\$3,517,146	\$453,025	\$12,934,334

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$11,123,317
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$1,811,017
<b>Total Annual Cost</b>	<b>\$12,934,334</b>

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			-3598	-2	-\$301,836
36			-19613	-11	-\$1,379,578
37			0	0	\$0
38			0	0	\$0
39			-1783	-1	-\$113,256
<b>Grand Total</b>			<b>-24994</b>	<b>-14</b>	<b>-\$1,794,671</b>

IV. **Productive Workyear Factors.**  
 Productive workyear factors are for use in all decision analysis reports and contracting out versus in-house service analyses. These factors represent the number of workhours in a workyear and are used in conjunction with the local workhour rates (which include compensation and benefits) in order to determine the cost per workyear.

Bargaining 1,783 hours  
 Supervisor 1,799 hours

For productive workyear factors for specific types and levels of employees, please refer to the Workhour Rates Memo. The rates provided in the memo are fully loaded and include fringe benefits, service-wide costs, and applicable lump sum payments.

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

Future						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
FT MYERS FL P&DC	10	42	4	35	3	94

Future Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
FT MYERS FL P&DC	\$1,509,181	\$5,267,481	\$506,087	\$3,517,146	\$339,768	\$11,139,663

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$9,630,482
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$1,509,181
<b>Total Annual Cost</b>	<b>\$11,139,663</b>

Savings	
Maintenance Craft Work Hour Savings	\$1,492,836
Maintenance EAS Work Hour Savings	\$301,836
<b>Total Annual Savings</b>	<b>\$1,794,671</b>

<b>Total Employee Reduction</b>	<b>-14</b>
\$\$\$/FTE	(\$128,190.77)

\$900K - \$1.2M

Note: Calculation include projected Operational Maintenance hours, 2A - Miscellaneous Equipment hours, 2C - Additional Requirements 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
32294 HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	(\$247,325.18)
328AJ HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	(\$368,556.06)
33131 HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	\$0.00
335P0 HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	(\$256,528.98)
335P7 HCR	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	(\$628,722.65)
<b>Grand Total</b>	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	<b>(\$1,501,132.87)</b>

\$900K - \$1.2M

0 Net Craft Impacts