

MPFR Data Entry Page

1. "Transfer From" Facility Information

Type of Distribution Consolidated: Originating
Facility Name & Type: Iron Mountain MI P&DC (Kingsford)
Street Address: 700 W Breitung Ave
City: Kingsford
State: MI
5D Facility ZIP Code: 49802
Retail & Delivery District: Michigan 2
Retail & Delivery Area: Central
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 498, 499
Shape: All
Miles to "Transfer To" Facility: 98
Processing Region: Eastern
Processing Division: Lakeshores
Postmaster or Plant Manager: Kim Gill
Sr. Division Director: Garry Tottress

2. "Transfer To" Facility Information

Facility Name & Type: Green Bay WI P&DC
Street Address: 300 Packerland Dr
City: Green Bay
State: WI
5D Facility ZIP Code: 54303
Retail & Delivery District: Wisconsin
Retail & Delivery Area: Central
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 541-545
Shape: All
Processing Region: Eastern
Processing Division: Westshores
Plant Manager: Jeffrey S Grendziak
Sr. Division Director: Frank Veal

3. Background Information

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

4. Other Information

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

MPFR Approval Signatures

Transfer From Facility Name and Type: Iron Mountain MI P&DC (Kingsford)
Facility ZIP Code: 49802
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 498,499
Type of Distribution Consolidated: Originating
Transfer To Facility Name and Type: Green Bay WI P&DC
Facility ZIP Code: 54303
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 541-545

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:

Postmaster or Plant Manager:

Kim Gill

Printed Name

E-SIGNED by KIM.R GILL
on 2024-05-02 10:52:21 CDT

Signature

Date

Sr. Division Director:

Garry Tottress

Printed Name

E-SIGNED by WEBSTER.G TOTTRRESS II
on 2024-05-02 09:22:57 CDT

Signature

Date

TRANSFER TO FACILITY:

Plant Manager:

Jeffrey S Grendziak

Printed Name

E-SIGNED by Jeffrey.S Grendziak
on 2024-05-02 08:58:24 CDT

Signature

Date

Sr. Division Director:

Frank Veal

Printed Name

E-SIGNED by Frank Veal
on 2024-05-03 08:57:43 CDT

Signature

Date

REGION:

Regional Vice President:

Todd Hawkins

Printed Name

E-SIGNED by Todd.S Hawkins
on 2024-05-03 15:33:36 CDT

Signature

Date

HEADQUARTERS:

Vice President, Proc & Maint Ops:

Dane A. Coleman

Printed Name

E-SIGNED by DANE.A COLEMAN
on 2024-05-04 20:47:44 CDT

Signature

Date

Comments: _____

Executive Summary

Transfer From Facility Name and Type: Iron Mountain MI P&DC (Kingsford)

Street Address: 700 W Breitung Ave

City, State: Kingsford, MI

Current 3D ZIP Code(s): 498, 499

Type of Distribution to Consolidate: Originating

Miles between facilities: 98

Transfer To Facility Name and Type: Green Bay WI P&DC

Current 3D ZIP Code(s): 541-545

Summary of MPFR Analysis

Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$60K - \$80K</u>	From Processing Tab
Management Workhour Savings =	<u>\$0</u>	From Management Complement Tab
Transportation Savings =	<u>\$780K - \$1.0M</u>	From Logistics Tab
Maintenance Savings =	<u>\$300K - \$400K</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
Total Annual Savings =	<u>\$1.1M - \$1.5M</u>	
Total One-Time Costs =	<u>\$0</u>	From One-Time Costs Tab
Total First Year Savings =	<u>\$1.1M - \$1.5M</u>	

Staffing Positions

Net Craft Position Loss =	<u>5</u>	From Craft Complement Tab
Net Management Position Loss =	<u>0</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 256 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

Summary Narrative

Background

The Iron Mountain P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCF 498-499. The Iron Mountain, MI facility is 50,615 square feet. The Iron Mountain, MI facility is located 98 miles from the Green Bay, WI Processing and Distribution Center (PDC). The Mail Processing Facility Review (MPFR) proposal to move originating mail from Iron Mountain PDC to Green Bay PDC was announced on 1/10/2024 under the Delivering for America plan, which includes strategies for the development of a mail processing network that enables more precise, efficient, and reliable service. By using best-in-class logistics practices, the Postal Service is driving efficiency and service performance improvement to fuel revenue growth and customer retention.

Facility Future

The Iron Mountain 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 Iron Mountain facility would not change due to the MPFR implementation. A local postmark is still available at the retail service counter. The co-located Post Office is the nearest retail services location with services expected to remain unchanged.

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 256 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 \$1,100,000 to \$1,500,000. There are no projected one-time costs associated with this MPFR.

Savings / Costs			
Mail Processing Craft Workhour Savings	=	\$60K - \$80K	
Management Workhour Savings	=	\$0	
Transportation Savings	=	\$780K - \$1.0M	
Maintenance Savings	=	\$300k - \$400K	
Space Savings	=	\$0	
Total Annual Savings	=	\$1.1M - \$1.5M	
Total One-Time Costs	=	\$0	
Total First Year Savings	=	\$1.1M - \$1.5M	

Mail Processing Employee Impacts

The MPFR is projecting an annual mail processing savings between \$60,000 to \$80,000. The Iron Mountain MPFR identified a reduction of 1 craft position and 0 management positions. Organization Design will determine the future Green Bay P&DC management staffing.

Net Craft Staffing Impacts - Both Sites											
Iron Mountain P&DC				Green Bay P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-10	-4	0	-14	9	0	0	9	-1	-4	0	-5

Net Management Impacts											
Iron Mountain P&DC				Green Bay P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
0	0	0	0	0	0	0	0	0	0	0	0

Maintenance

The MPFR is projecting an annual maintenance savings between \$300,000 to \$400,000 due to supporting different equipment sets. The MPFR identified a reduction of 4 craft positions and 0 management positions. Maintenance staffing packages will be performed after implementation of this MPFR to determine actual impacts

Transportation

The MPFR shows an annual savings between \$780,000 to \$1,000,000 due to modifying and/or eliminating existing HCR service. The MPFR has identified no staffing impacts at this time.

Space Impacts and One-Time Costs

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

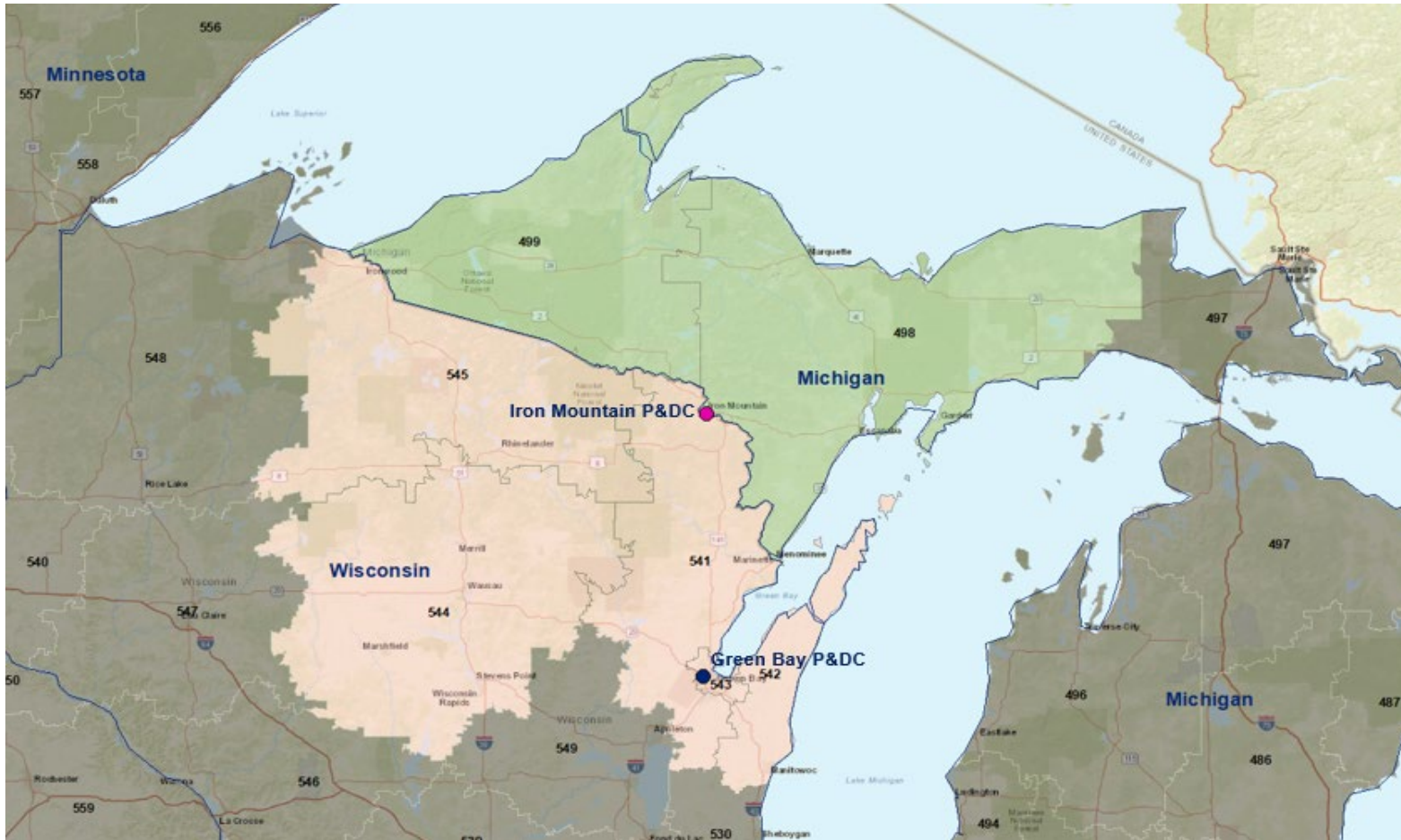
Conclusion

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

The Iron Mountain MI P&DC to Green Bay, WI P&DC MPFR projects an annual savings is between \$1,100,000 to \$1,500,000 with no proposed one-time costs.

This go-forward plan for the Iron Mountain 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



Kingsford 498, 499

Green Bay 541-545

Craft Complement

Career Impacts by Craft - Iron Mountain P&DC Only								
Processing (F1) Clerks			Processing (F1) Mail Handlers			Other Career Craft		Total
Clerk Impact	PSEs On-Rolls	Career Clerk (Clerk - PSEs)	Mailhandler Impact	MHAs On-Rolls	Career Mailhandler (MH - MHAs)	Maintenance Impact	Logistics Impact	All Craft Impacts
-5	5	0	-5	1	-4	-4	0	-8

This is only the impact to the Iron Mountain facility

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

Net Craft Staffing Impacts - Both Sites											
Iron Mountain P&DC				Green Bay P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-10	-4	0	-14	9	0	0	9	-1	-4	0	-5

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

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

Net Craft Impacts	
F1 Mail Proc.	-1
F3A Logistics	0
F3B Maint.	-4
Total	-5

Management Complement

Management Impacts - Iron Mountain Only			
Iron Mountain P&DC			
Processing	Maintenance	Logistics	Total
0	0	0	0

This is only the impact to the Iron Mountain facility

Net Management Impacts											
Iron Mountain P&DC				Green Bay P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
0	0	0	0	0	0	0	0	0	0	0	0

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

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

Summary for Workbook		
	Net Management Impacts	Management Savings \$
F1 Proc.	0	
F3A Logistics	0	
F3B Maint.	0	
Total	0	
Estimated Savings Range		\$0

Function
F1

Hourly Rate
[REDACTED]

OM to Payroll Staffing Condition Report

Run Date: 4/29/2024

SAP Organizational Management Data		Payroll Form 50 Data				
Occupation Series/Code	Title	Total Authorized	On Rolls Count	Variance On Rolls - Authorized	Func	LDC
	KINGSFORD MPF					
23150002	MGR MAIL PROCESSING OPERATIONS	1	1	0	8	80
23150106	PROCESSING SUPPORT SPECIALIST	1	1	0	0	3
23150066	SUPV DISTRIBUTION OPERATIONS	2	2	0	1	10
23550010	SUPV MAINTENANCE OPERATIONS	1	0	-1	3B	35
Cost Center	Total	5	4	-1		

Service Standard Impacts

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

There will be an expected 256 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
FCM	134	0
MKT	10	0
PER	102	0
PKG	10	0
TOTAL	256	0

MPE Inventory

Transfer From Facility: Iron Mountain MI P&DC (Kingsford)

Transfer To Facility: Green Bay WI P&DC

Data Extraction Date: 01/12/24

Equipment Type	(1) Current Number	(2) Proposed Number	(3) Difference
ADUS			0
AFCS	1		(1)
AFCS 200			0
AFSM100	1	1	0
APBS			0
APPS			0
CIOSS			0
DBCS	2	2	0
DIOSS	2	1	(1)
HOPS			0
HSTS			0
HSUS			0
LCREM			0
LCTS			0
LCUS			0
PSM			0
RCS			0
SIPS			0
SPSS			0
USS			0
PIV			0
LIPS	1	1	0
(enter as needed)			0

Equipment Type	(4) Current Number	(5) Proposed Number	(6) Difference	(7) Excess Equipment	(8) Relocation Costs
ADUS			0	0	
AFCS			0	1	
AFCS 200	3	3	0	0	
AFSM100	2	2	0	0	
APBS			0	0	
APPS			0	0	
CIOSS			0	0	
DBCS	8	8	0	0	
DIOSS	1	1	0	1	
HOPS			0	0	
HSTS			0	0	
HSUS			0	0	
LCREM	1	1	0	0	
LCTS	1	1	0	0	
LCUS			0	0	
PSM			0	0	
RCS			0	0	
SIPS			0	0	
SPSS			0	0	
USS			0	0	
PIV			0	0	
MaRS			0	0	
FRS			0	0	

Mail Processing Equipment Relocation Costs: \$0 (This number is carried forward to One-Time Costs) \$0

(9) Notes: _____

Customer Service Analysis

Transfer From Facility: Iron Mountain MI P&DC (Kingsford)

3-Digit ZIP Code: 498, 499

Data Extraction Date: 01/12/24

1. Collection Points

Number picked up before 1 p.m.
 Number picked up between 1-5 p.m.
 Number picked up after 5 p.m.
 Total Number of Collection Points

3-Digit ZIP Code: 498		3-Digit ZIP Code: 499		3-Digit ZIP Code:		3-Digit ZIP Code:	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
36	113	29	88				
86	12	70	12				
7	5	4	0				
129	130	103	100				

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

Michigan 2 District

% Carriers returning after 1700

Quarter/FY	Percent
QTR2/FY23	18.4%
QTR3/FY23	13.1%
QTR4/FY23	14.7%
QTR1/FY24	22.8%

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

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

6. Business (Bulk) Mail Acceptance Hours

	Current		Proposed	
	Start	End	Start	End
Monday	11:00	16:00	11:00	16:00
Tuesday	11:00	16:00	11:00	16:00
Wednesday	11:00	16:00	11:00	16:00
Thursday	11:00	16:00	11:00	16:00
Friday	11:00	16:00	11:00	16:00
Saturday	Closed	Closed	Closed	Closed

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

8. Notes: _____

Transfer To Facility: Green Bay WI P&DC

9. What postmark will be printed on collection mail?

Line 1 _____
 Line 2 _____

One-Time Costs

MPE Relocation Costs

Building Modifications

Prep on Workroom Floor

Employee Relocation

Total \$0

Estimated One-Time Cost \$0

Processing

IRON MOUNTAIN MI P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			14
Flats			6
Packages			9
Other			16
Grand Total			45

Mail Mix	Future Workload Content @ Current Facility	Current Workhours Used for Remaining Volume	FY23 YTD workhour rate	
			Current Efficiency Index (EI) for Remaining Volume	Current FTEs for Remaining Volume
Letters			7,960	10
Flats			4,351	6
Packages			6,145	6
Other			1,930	13
Grand Total				35

Current On Rolls 49
 Impact (10)

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			2,893	5	3,327		4	(1)	\$ 99,041
Flats			27,597	-	31,736		-	-	\$ -
Packages			6,483	2	7,455		2	-	\$ -
Other			1,715	3	1,972		3	-	\$ -
Grand Total				10			9	(1)	\$ 99,041

Estimated Savings Range

\$60K - \$80K

Major MPE Equipment List		
Equipment	Current Count	Future Count
AFCS	1	0
AFSM100	1	1
BDS	3	0
CONTU	1	1
DECS	2	2
DIOSS	2	1
FRES	1	1
LUCAFSM	1	0
LAN	1	1
MSWYB	1	1
TACS	1	1
TESTDECK	1	1
VFS	1	0

Current eWHEP Authorized						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
IRON MOUNTAIN MI PDC	1	11	1	7	0	20

Current Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
IRON MOUNTAIN MI PDC	\$150,918	\$1,379,578	\$126,522	\$703,429	\$0	\$2,360,447

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$2,209,529
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$150,918
Total Annual Cost	\$2,360,447

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			0	0	\$0
36			-7132	-4	-\$501,665
37			0	0	\$0
38			0	0	\$0
39			0	0	\$0
Grand Total			-7132	-4	-\$501,665

IV. Productive Workyear Factors

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

Bargaining	Supervisor
1,783 hours	1,799 hours

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

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

Future						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
IRON MOUNTAIN MI PDC	1	7	1	7	0	16

Future Cost						
SITE	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
IRON MOUNTAIN MI PDC	\$150,918	\$877,914	\$126,522	\$703,429	\$0	\$1,858,782

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$1,707,864
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$150,918
Total Annual Cost	\$1,858,782

Savings	
Maintenance Craft Work Hour Savings	\$501,665
Maintenance EAS Work Hour Savings	\$0
Total Annual Savings	\$501,665

Total Employee Reduction	-4	Estimated Savings Range	\$300K - \$400K
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SSS/FTE	(\$125,416.22)
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Note: Calculation include projected Operational Maintenance hours, 2A - Miscellaneous Equipment hours, 2C - Additional Requirements hours, and LDC 36 FMO hours.

LDC Code	Work Hour Rate
35	
36	
37	
38	
39	

Logistics

Route	Current Annual Mileage	Annual Mileage Change	RPM	Current Annual Cost	Proposed Annual Cost	Annual Cost Change
488L1 HCR						(\$256,697.70)
497L3 HCR						\$0.00
49890 HCR						(\$325,751.43)
53015 HCR						(\$327,720.82)
530Q7 HCR						(\$233,694.30)
541L4 HCR						(\$92,471.84)
541L5 HCR						(\$68,220.23)
Grand Total						(\$1,304,556.32)

Estimated Savings Range	\$780K - \$1.0M
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0 Net Craft Impacts