

MPFR Data Entry Page

1. "Transfer From" Facility Information

Type of Distribution Consolidated: Originating
Facility Name & Type: South Jersey NJ P&DC
Street Address: 421 Benigno Boulevard
City: Bellmawr
State: NJ
5D Facility ZIP Code: 08031
Retail & Delivery District: New Jersey
Retail & Delivery Area: Atlantic
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 080-084
Shape: Letters, Flats, Packages
Miles to "Transfer To" Facility: 12
Processing Region: Eastern
Processing Division: New York Metro
Plant Manager: Jerry R Fillman
Sr. Division Director: Stephen J Humin

N/A

N/A

2. "Transfer To" Facility Information

Facility Name & Type: Philadelphia PA P&DC
Street Address: 7500 Lindbergh Boulevard
City: Philadelphia
State: PA
5D Facility ZIP Code: 19176
Retail & Delivery District: DE-PA 2
Retail & Delivery Area: Atlantic
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 189-192, 194
Shape: Letters, Flats, Packages
Processing Region: Eastern
Processing Division: Chesapeake
Plant Manager: Roslyn Bowens
Sr. Division Director: Vernal D Webster

N/A

N/A

N/A

N/A

N/A

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: South Jersey NJ P&DC
Facility ZIP Code: 08031
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 080-084

Type of Distribution Consolidated: Originating

Transfer To Facility Name and Type: Philadelphia PA P&DC
Facility ZIP Code: 19176
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 189-192, 194

Shape: Letters, Flats, Packages

Transfer To Facility Name and Type: N/A
Facility ZIP Code: N/A
Finance Number: N/A
Current SCF ZIP Code(s): N/A

Shape: N/A

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 Jerry.R Fillman
on 2024-04-19 15:25:40 CDT

Jerry R Fillman

Printed Name

Signature

Date

New York Metro Sr. Division Director

E-SIGNED by Stephen Humin
on 2024-04-22 12:30:06 CDT

Stephen J Humin

Printed Name

Signature

Date

TRANSFER TO FACILITY:

Plant Manager: George Ruffin II

E-SIGNED by George.R Ruffin
on 2024-04-19 14:39:54 CDT

for Roslyn Bowns

Printed Name

Signature

Date

Chesapeake Sr. Division Director:

E-SIGNED by David Webster
on 2024-04-22 14:01:44 CDT

Vernal D Webster

Printed Name

Signature

Date

REGION:

Eastern Regional Vice President:

E-SIGNED by Todd.S Hawkins
on 2024-04-23 10:54:15 CDT

Todd Hawkins

Printed Name

Signature

Date

HEADQUARTERS:

Vice President, Proc & Maint Ops:

E-SIGNED by DANE.A COLEMAN
on 2024-04-23 12:51:29 CDT

Dane A Coleman

Printed Name

Signature

Date

Comments: _____

Executive Summary

Transfer From Facility Name and Type: South Jersey NJ P&DC
Street Address: 421 Benigno Boulevard
City, State: Bellmawr, NJ
Current 3D ZIP Code(s): 080-084
Type of Distribution to Consolidate: Originating

Transfer To Facility Name and Type: Philadelphia PA P&DC
Current 3D ZIP Code(s): 189-192, 194

Miles between facilities: 12

Transfer To Facility Name and Type: N/A
Current 3D ZIP Code(s): N/A

Miles between facilities: N/A

Summary of MPFR Analysis

Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$710K - \$950K</u>	From Processing Tab
Management Workhour Savings =	<u>\$260K - \$345K</u>	From Management Complement Tab
Transportation Savings =	<u>\$2.0M - \$2.7M</u>	From Logistics Tab
Maintenance Savings =	<u>\$1.1M - \$1.5M</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
Total Annual Savings =	<u>\$4.0M - \$5.4M</u>	
Total One-Time Costs =	<u>\$0</u>	From One-Time Costs Tab
Total First Year Savings =	<u>\$4.0M - \$5.4M</u>	

Staffing Positions

Net Craft Position Loss =	<u>27</u>	From Craft Complement Tab
Net Management Position Loss =	<u>3</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 140 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

Summary Narrative

Background

The South Jersey NJ P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCFs 080, 081, 082, 083, and 084. The South Jersey facility is 304,885 square feet. The South Jersey facility is located 12 miles from the Philadelphia PA P&DC. The Mail Processing Facility Review (MPFR) proposal to move originating letters, flats, and packages from South Jersey NJ P&DC to Philadelphia PA P&DC was announced on 1/10/2024 under the Delivering for America plan, which includes strategies for the development of a mail processing network that enables more precise, efficient, and reliable service. By using best-in-class logistics practices, the Postal Service is driving efficiency and service performance improvement to fuel revenue growth and customer retention.

Facility Future

The South Jersey 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 South Jersey 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 140 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 \$4,000,000 to \$5,400,000. There are no projected one-time costs associated with this MPFR.

Mail Processing Craft Workhour Savings	=	\$710K - \$950K
Management Workhour Savings	=	\$260K - \$345K
Transportation Savings	=	\$2.0M - \$2.7M
Maintenance Savings	=	\$1.1M - \$1.5M
Space Savings	=	\$0
Total Annual Savings	=	\$4.0M - \$5.4M
Total One-Time Costs	=	\$0
Total First Year Savings	=	\$4.0M - \$5.4M

Mail Processing Employee Impacts

The MPFR is projecting an annual mail processing savings between \$710,000 to \$950,000. The South Jersey MPFR identified a net reduction of 12 craft positions and 1 management position. Organization Design will determine the future Philadelphia PA P&DC management staffing.

Net Craft Staffing Impacts - Both Sites											
South Jersey P&DC				Philadelphia P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-90	-15	0	-105	78	0	0	78	-12	-15	0	-27

Net Management Impacts											
South Jersey P&DC				Philadelphia P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-4	2	0	-6	3	0	0	3	-1	-2	0	-3

Maintenance

The MPFR is projecting an annual maintenance savings between \$1,100,000 to \$1,500,000 due to supporting different equipment sets. The MPFR identified a net reduction of 15 craft positions and 2 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 \$2,000,000 to \$2,700,000 due to modifying and eliminating existing HCR and PVS 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 South Jersey made available due to the transfer of operations to Philadelphia would be evaluated for future utilization.

Conclusion

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

The South Jersey NJ P&DC to Philadelphia PA P&DC MPFR projects an annual savings between \$4.0M and \$5.4M with no proposed one-time costs.

This go-forward plan for the South Jersey 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



080-084 South Jersey

189-192, 194 Philadelphia

Craft Complement

Career Impacts by Craft - South Jersey 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
-14	28	0	-76	37	-39	-15	0	-54

This is only the impact to the South Jersey facility

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

Net Craft Staffing Impacts - Both Sites											
South Jersey P&DC				Philadelphia P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-90	-15	0	-105	78	0	0	78	-12	-15	0	-27

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.	-12
F3A Logistics	0
F3B Maint.	-15
Total	-27

Management Complement

Management Impacts - South Jersey Only			
South Jersey P&DC			
Processing	Maintenance	Logistics	Total
-4	-2	0	-6

This is only the impact to the South Jersey facility

Net Management Impacts											
South Jersey P&DC				Philadelphia P&DC				Net Impacts			
Processing	Maintenance	Logistics	Total	Processing	Maintenance	Logistics	Total	Net Proc	Net Maint	Net Log	Net Total
-4	-2	0	-6	3	0	0	3	-1	-2	0	-3

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.	-1	
F3A Logistics	0	
F3B Maint.	-2	
Total	-3	
Estimated Savings Range		\$260K - \$345K

Function
F1

Hourly Rate
[Redacted]

OM to Payroll Staffing Condition Report

Run Date: 2/20/2024

SAP Organizational Management Data		Payroll Form 50 Data				
Occupation Series/Code	Title	Total Authorized	On Rolls Count	Variance On Rolls - Authorized	Func	LDC
	SO JERSEY NJ P&DC					
23020029	EXEC PLANT MANAGER (2)	1	1	0	8	80
23150023	MGR PROCESSING SUPPORT	1	1	0	0	1
23157138	SR MGR DISTRIBUTION OPERATIONS	1	1	0	1	10
8960029	INDUSTRIAL ENGINEER (PROCESSING)	1	0	-1	0	3
23550054	MGR MAINTENANCE	1	1	0	3B	35
23157140	MGR DISTRIBUTION OPERATIONS	2	2	0	1	10
8960028	INDUSTRIAL ENGINEER (PROCESSING)	2	2	0	0	3
23550028	MGR MAINTENANCE OPERATIONS	2	0	-2	3B	35
23157141	MGR DISTRIBUTION OPERATIONS	1	1	0	1	10
23550052	MGR MAINT ENGINEERING SUPPORT	1	0	-1	3B	35
23150105	PROCESSING SUPPORT SPECIALIST	1	1	0	0	3
23550030	MAINTENANCE SUPPORT SPECIALIST	1	1	0	3B	35
23550021	MGR MAINTENANCE SUPPORT	1	1	0	3B	35
23150106	PROCESSING SUPPORT SPECIALIST	4	4	0	0	3
23150066	SUPV DISTRIBUTION OPERATIONS	22	22	0	1	10
23150103	SUPV DISTRIBUTION OPS (RELIEF)	4	2	-2	1	10
23550010	SUPV MAINTENANCE OPERATIONS	6	6	0	3B	35
23550066	SUPV MAINTENANCE OPS (RELIEF)	1	1	0	3B	35
3180007	ADMINISTRATIVE ASSISTANT (FLD)	1	1	0	8	82
Cost Center	Total	54	48	-6		

Service Standard Impacts

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

There will be an expected 140 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
GAL	20	0
FCM	25	0
PER	25	0
MKT	25	0
PKG	25	0
GAH	20	0
Total	140	0

Customer Service Analysis

Transfer From Facility: South Jersey NJ P&DC

Current 3-Digit ZIP Code(s): 080-084

Data Extraction Date: 01/08/24

1. Collection Points	3-Digit ZIP Code: 080		3-Digit ZIP Code: 081		3-Digit ZIP Code: 082		3-Digit ZIP Code: 083		3-Digit ZIP Code: 084	
	Current		Current		Current		Current		Current	
	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
Number picked up before 1 p.m.	55	149	0	6	7	29	3	49	4	8
Number picked up between 1-5 p.m.	278	245	62	16	42	51	39	20	6	7
Number picked up after 5 p.m.	152	11	15	0	33	0	31	0	7	0
Total Number of Collection Points	485	405	77	22	82	80	73	69	17	15

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

New Jersey District	
Quarter/FY	Percent
QTR2/FY23	45.1%
QTR3/FY23	46.8%
QTR4/FY23	50.7%
QTR1/FY24	53.8%

% Carriers returning after 1700

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

	Current		Proposed	
	Start	End	Start	End
Monday	8:30	19:00	8:30	19:00
Tuesday	8:30	19:00	8:30	19:00
Wednesday	8:30	19:00	8:30	19:00
Thursday	8:30	19:00	8:30	19:00
Friday	8:30	19:00	8:30	19:00
Saturday	9:00	16:00	9:00	16:00

6. Business (Bulk) Mail Acceptance Hours

	Current		Proposed	
	Start	End	Start	End
Monday	9:00	19:00	9:00	19:00
Tuesday	9:00	19:00	9:00	19:00
Wednesday	9:00	19:00	9:00	19:00
Thursday	9:00	19:00	9:00	19:00
Friday	9:00	19:00	9:00	19:00
Saturday	9:00	12:00	9:00	12:00

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

8. Notes: _____

Transfer To Facility: Philadelphia PA P&DC - Letters, Flats, Packages

Transfer To Facility: N/A - N/A

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 \$000K

Processing

SO JERSEY NJ P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			151
Flats			51
Packages			75
Other			207
Grand Total			484

FY23 YTD workhour rate				
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			6,229	135
Flats			4,549	42
Packages			5,921	64
Other			158	151
Grand Total				392
Current On Rolls				516
Impact				(92)

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			6,147	15	7,069		13	(2)	\$ 198,083
Flats			5,347	8	6,149		7	(1)	\$ 99,041
Packages			8,752	11	10,065		9	(2)	\$ 198,083
Other			82	56	95		49	(7)	\$ 693,289
Grand Total				90			79	(12)	\$ 1,188,495

Estimated Savings Range	\$710K - \$950K
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Maintenance

Major MPE Equipment List		
Equipment	Current Count	Future Count
ADUS	1	1
AFC5200	4	0
AFC5M100AFSM100	2	2
AJAFSM	2	2
APPS	1	1
ASD DA	7	7
ATU	2	2
BDS	3	0
CVY	2	2
DBCS	18	18
DIOS	5	2
DPRCRULL	2	0
EAA	1	1
FRESFRES	1	1
HDUMP	3	3
HSTS	1	1
LCAFSM	1	0
LAN	1	1
LCREM	1	1
LMS	1	0
MSW/B	2	2
SDUS/SIPS	1	1
VFS	6	0

		Current eWHEP Authorized					
SITE		LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
SOUTH JERSEY NJ PDC		14	66	8	30	5	123

		Current Cost					
SITE		LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
SOUTH JERSEY NJ PDC		\$2,112,854	\$8,277,471	\$1,012,173	\$3,014,696	\$566,281	\$14,983,475

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$12,870,621
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$2,112,854
Total Annual Cost	\$14,983,475

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35			-3593	-2	-\$361,836
36			-2492	-14	-\$1,755,827
37			0	0	\$0
38			0	0	\$0
39			-1783	-1	-\$113,256
Grand Total			-3948	-17	-\$2,170,919

		Future					
SITE		LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
SOUTH JERSEY NJ PDC		12	52	8	30	4	106

		Future Cost					
SITE		LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	Grand Total
SOUTH JERSEY NJ PDC		\$1,811,017	\$6,521,643	\$1,012,173	\$3,014,696	\$453,025	\$12,812,555

Total Maintenance Craft x 1799 Hrs x LDC Labor Rate	\$11,001,538
Total Maintenance EAS x 1783 Hrs x LDC Labor Rate	\$1,811,017
Total Annual Cost	\$12,812,555

Savings	
Maintenance Craft Work Hour Savings	\$1,869,083
Maintenance EAS Work Hour Savings	\$301,836
Total Annual Savings	\$2,170,919

Total Employee Reduction	-17	Estimated Savings Range	\$1.1M - \$1.5M
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\$\$\$/FTE	(\$127,701.14)
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Note:
Calculation include projected Operational Maintenance hours, ZA - Miscellaneous Equipment hours, ZC - Additional Requirements hours, and LDC 36 PMO hours.

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
1,793 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/care/page2.htm>

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
010DE HCR						\$0.00
028M0 HCR						(\$91,614.34)
030HJ HCR						\$0.00
060ED HCR						\$0.00
070PE HCR						(\$15,183.18)
080FA HCR						(\$1,546,354.97)
080L3 HCR						\$0.00
080M0 HCR						\$0.00
080U0 HCR						(\$758,338.66)
080VS PVS						(\$1,548,371.79)
085FA HCR						(\$113,116.03)
112L1 HCR						(\$17,181.36)
117RJ HCR						\$0.00
120L9 HCR						\$0.00
130L8 HCR						(\$145,088.25)
152Y1 HCR						(\$56,193.81)
18018 HCR						(\$134,097.26)
190A9 HCR						\$0.00
190M1 HCR						(\$170,416.54)
190QE HCR						(\$6,459.81)
190VS PVS						\$0.00
192M8 HCR						\$581,660.63
192N0 HCR						\$0.00
192N3 HCR						\$95,139.64
192Y9 HCR						\$700,819.72
197VS PVS						(\$298,601.64)
19ZVS PVS						\$58,330.88
20216 HCR						\$0.00
216L0 HCR						\$0.00
303N0 HCR						\$549,418.86
495EE HCR						\$0.00
530S6 HCR						\$0.00
8013 HCR						(\$173,861.56)
8038 HCR						\$0.00
8548 HCR						(\$300,811.68)
Grand Total						(\$3,390,321.15)

Estimated Savings Range	\$2.0M - \$2.7M
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