

MPFR Data Entry Page

1. "Transfer From" Facility Information

Type of Distribution Consolidated: Originating
Facility Name & Type: South Suburban IL P&DC
Street Address: 6801 SW 73rd St
City: Bedford Park
State: IL
5D Facility ZIP Code: 60499
Retail & Delivery District: Illinois 2
Retail & Delivery Area: Central
Finance Number: [REDACTED]
Current 3D ZIP Code(s): 463-464, 604-606, 608
Miles to "Transfer To" Facility: 9
Processing Region: Eastern
Processing Division: Westshores
Postmaster or Plant Manager: Charlesten Anderson
Sr. Division Director: Frank Veal

2. "Transfer To" Facility Information

Facility Name & Type: Chicago South IL RPDC
Street Address: 7500 Roosevelt Rd
City: Forest Park
State: IL
5D Facility ZIP Code: 60130
Retail & Delivery District: Illinois 1
Retail & Delivery Area: Central
Finance Number: [REDACTED]
Current 3D ZIP Code(s):
Processing Region: Eastern
Processing Division: Westshores
Plant Manager: Jeff Wisner
Sr. Division Director: Frank Veal

3. Background Information

Start of Study: Sep-27-2023
Date Range of Data: Jul-01-2022 Jun-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]
HQ MPFR Coordinator: [REDACTED]

MPFR Approval Signatures

Transfer From Facility Name and Type: South Suburban IL P&DC
Facility ZIP Code: 60499
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 63-464, 604-606, 608
Type of Distribution Consolidated: Originating
Transfer To Facility Name and Type: Chicago South IL RPDC
Facility ZIP Code: 60130
Finance Number: [REDACTED]
Current SCF ZIP Code(s): 0

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:

E-SIGNED by Charlesten Anderson
on 2023-11-15 03:06:10 GMT

Charlesten Anderson

Printed Name

Signature

Date

Sr. Division Director:

E-SIGNED by Frank Veal
on 2023-11-17 22:29:34 GMT

Frank Veal

Printed Name

Signature

Date

TRANSFER TO FACILITY:

Plant Manager:

E-SIGNED by Jeffery S Wisner
on 2023-11-21 06:15:12 GMT

Jeff Wisner

Printed Name

Signature

Date

Sr. Division Director:

E-SIGNED by Frank Veal
on 2023-11-17 22:29:37 GMT

Frank Veal

Printed Name

Signature

Date

REGION:

Regional Vice President:

E-SIGNED by Todd S Hawkins
on 2023-12-02 00:58:20 GMT

Todd Hawkins

Printed Name

Signature

Date

HEADQUARTERS:

Vice President, Proc & Maint Ops:

E-SIGNED by DANE A COLEMAN
on 2023-12-01 21:24:49 GMT

Dane A. Coleman

Printed Name

Signature

Date

Comments: _____

Executive Summary

Transfer From Facility Name and Type: South Suburban IL P&DC

Street Address: 6801 SW 73rd St

City, State: Bedford Park, IL

Current 3D ZIP Code(s): 463-464, 604-606, 608

Type of Distribution to Consolidate: Originating

Miles between facilities: 9

Transfer To Facility Name and Type: Chicago South IL RPDC

Current 3D ZIP Code(s): 0

Summary of MPFR Analysis

Savings / Costs

Mail Processing Craft Workhour Savings =	<u>\$1.2M-\$1.6M</u>	From Processing Tab
Management Workhour Savings =	<u>\$170K-\$230K</u>	From Management Complement Tab
Transportation Savings =	<u>\$1.5M-\$1.9M</u>	From Logistics Tab
Maintenance Savings =	<u>\$800K-\$1.1M</u>	From Site A Maintenance Tab
Space Savings =	<u>\$0</u>	
Total Annual Savings =	<u>\$3.7M-\$4.8M</u>	
Total One-Time Costs =	<u>\$360,000</u>	From One-Time Costs Tab
Total First Year Savings =	<u>\$3.3M-\$4.4M</u>	

Staffing Positions

Net Craft Position Loss =	<u>32</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 36 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

Summary Narrative

Background

The South Suburban IL P&DC is a postal owned facility that processes originating and destinating volumes for the service area of SCF 463-464, 604-606, and 608. The South Suburban facility is 414,015 square feet. The South Suburban facility is located 9 miles from the newly renovated Chicago South Regional Processing and Distribution Center (RPDC), approximately 32 minutes via local roadways. The Mail Processing Facility Review (MPFR) proposal to move originating mail from South Suburban IL P&DC to Chicago South RPDC was announced on 9/27/2023 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 Suburban 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 Suburban 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 36 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 July 1, 2022, through June 30, 2023.

The MPFR shows an estimated annual savings between \$3,700,000 million to \$4,800,000.

Mail Processing Craft Workhour Savings	=	\$1.2M-\$1.6M
Management Workhour Savings	=	\$170K-\$230K
Transportation Savings	=	\$1.5M-\$1.9M
Maintenance Savings	=	\$800K-\$1.1M
Space Savings	=	\$0
Total Annual Savings	=	\$3.7M-\$4.8M
Total One-Time Costs	=	\$360K
Total First Year Savings	=	\$3.3M-\$4.4M

Mail Processing Employee Impacts

The South Suburban MPFR identified a reduction of 21 craft positions and 7 management position.

Craft Staffing Impacts									
Transfer From Site	Transfer From Impacts			Transfer To Impacts			Net Impacts		
	F1	Maint	Total	F1	Maint	Total	Net F1	Net Maint	Net Total
SOUTH SUBURBAN IL P&DC	-154	-24	-178	133	13	146	-21	-11	-32

Management Staffing Impacts											
LPC Impacts	F1	Maint	Total	RPOC Impacts	F1	Maint	Total	Net Impacts	Net F1	Net Maint	Net Total
S Suburban	-7	-1	-8	Chicago South	6	0	6	LPC/RPOC	-1	-1	-2

Transportation

The MPFR shows an annual savings between \$1,500,000 to \$1,900,000 due to modifying and eliminating existing HCR service, as well as adding PVS transportation of originating mail to and from South Suburban IL P&DC and Chicago South RPDC. The MPFR has identified no staffing impacts [at this time](#).

Space Impacts and One-Time Costs

There is a proposed one-time cost of \$360K due to equipment relocation costs for this MPFR. Any space in South Suburban made available due to the transfer of operations to the Chicago South RPDC would be evaluated for future utilization.

Conclusion

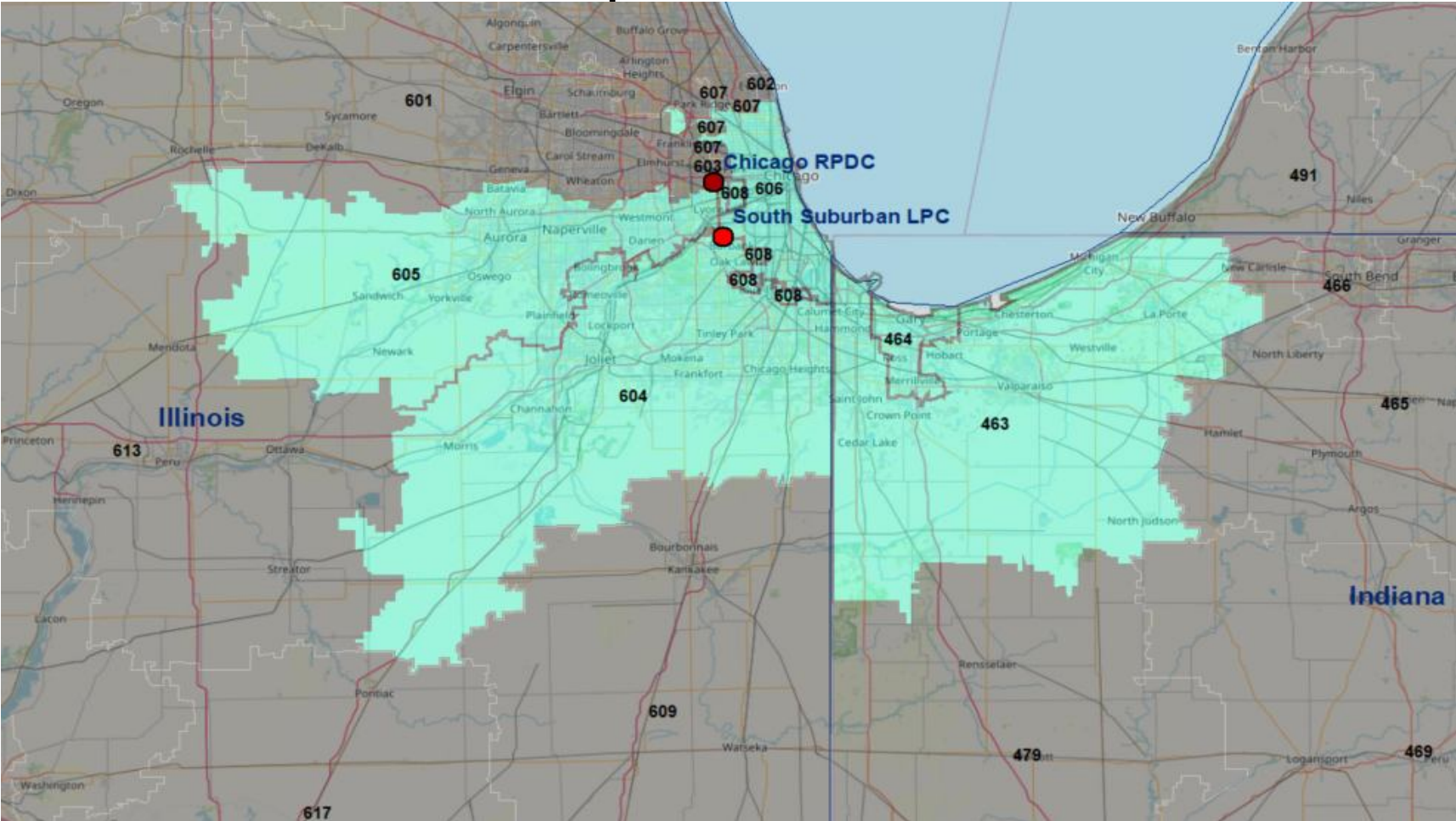
The South Suburban IL P&DC to Chicago South RPDC MPFR projects a first-year savings between \$3,300,000 to \$4,400,000. The projected total annual savings is between \$3,700,000 to \$4,800,000.

The South Suburban 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 Suburban to Chicago South MPFR projects an annual savings between \$3.7M and \$4.8M with a proposed one-time cost of [\\$360K](#)

This go-forward plan for the South Suburban 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



463-464, 604-606, 608 South Suburban

Chicago RPDC

Craft Complement

Craft Staffing Impacts									
Transfer From Site	Transfer From Impacts			Transfer To Impacts			Net Impacts		
	F1	Maint	Total	F1	Maint	Total	Net F1	Net Maint	Net Total
SOUTH SUBURBAN IL P&DC	-154	-24	-178	133	13	146	-21	-11	-32

Net Complement Impacts

F1 Mail Processing	21
F3A Logistics	0
F3B Maintenance	11
Total	32

Craft Career Impact (Transfer From Site)							
F1 Clerk Impact	F1 Mail Handler Impact	F1 PSE On-rolls	F1 MHA On Rolls	F1 Clerk Impact Less PSEs	F1 Mail Handler Impact Less MHAs	Maint Impact	Updated Career Craft Impact
-50	-104	62	46	0	-58	-24	-82

Management Complement

OM to Payroll Staffing Condition Report

SAP Organizational Management Data		Payroll Form 50 Data				
Occupation Series/Code	Title	Total Authorized	On Rolls Count	Variance		LDC
				On Rolls - Authorized	Func	
161546	SOUTH SUBURBAN IL P&D					
23020028	EXEC PLANT MANAGER (1)	1	1	0	8	80
23150023	MGR PROCESSING SUPPORT	1	1	0	0	1
23157138	SR MGR DISTRIBUTION OPERATIONS	1	1	0	1	10
23157139	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	1	0	-1	1	10
8960028	INDUSTRIAL ENGINEER (PROCESSING)	3	2	-1	0	3
23550028	MGR MAINTENANCE OPERATIONS	2	1	-1	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	2	2	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	8
23150066	SUPV DISTRIBUTION OPERATIONS	27	19	-8	1	10
23150103	SUPV DISTRIBUTION OPS (RELIEF)	5	0	-5	1	10
23550010	SUPV MAINTENANCE OPERATIONS	8	7	-1	3B	35
23550066	SUPV MAINTENANCE OPS (RELIEF)	1	0	-1	3B	35
3180007	ADMINISTRATIVE ASSISTANT (FLD)	1	1	0	8	82
Cost Center	Total	64	44	-20		

Future EAS Staffing

Occupation Series/Code	Title	Total Authorized	Func	LDC
23020028	EXEC PLANT MANAGER (1)	1	8	80
23150023	MGR PROCESSING SUPPORT	1	0	1
23157138	SR MGR DISTRIBUTION OPERATIONS	1	1	10
23157139	MGR DISTRIBUTION OPERATIONS	1	1	10
8960029	INDUSTRIAL ENGINEER (PROCESSING)	1	0	3
23550054	MGR MAINTENANCE	1	3B	35
23157140	MGR DISTRIBUTION OPERATIONS	1	1	10
8960028	INDUSTRIAL ENGINEER (PROCESSING)	3	0	3
23550028	MGR MAINTENANCE OPERATIONS	2	3B	35
23157141	MGR DISTRIBUTION OPERATIONS	1	1	10
23550052	MGR MAINT ENGINEERING SUPPORT	1	3B	35
23150105	PROCESSING SUPPORT SPECIALIST	2	0	3
23550030	MAINTENANCE SUPPORT SPECIALIST	1	3B	35
23550021	MGR MAINTENANCE SUPPORT	1	3B	35
23150106	PROCESSING SUPPORT SPECIALIST	4	0	8
23150066	SUPV DISTRIBUTION OPERATIONS	21	1	10
23150103	SUPV DISTRIBUTION OPS (RELIEF)	4	1	10
23550010	SUPV MAINTENANCE OPERATIONS	7	3B	35
23550066	SUPV MAINTENANCE OPS (RELIEF)	1	3B	35
3180007	ADMINISTRATIVE ASSISTANT (FLD)	1	8	82
Cost Center	Total	56		

Summary

	Net Mgt Impacts	Management Savings \$
F0		
F1	1	
F3B	1	
Total	2	
Estimated Savings Range		\$170K-\$230K

Reduction of 7 authorized SDO positions
 Reduction due to 153 FTE craft reductions
 No reduction of SDO on-rolls number
 No savings associated with this reduction

Function	Hourly Rate	Management Staffing Impacts											
		LPC Impacts	F1	Maint	Total	RPDC Impacts	F1	Maint	Total	Net Impacts	Net F1	Net Maint	Net Total
F0													
F1		S Suburban	-7	-1	-8	Chicago South	6	0	6	LPC/RPDC	-1	-1	-2

Service Standard Impacts

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

There will be an expected 36 Origin/Destinating Pairs that will receive service performance upgrades and no service performance downgrades.

	Upgrades	Downgrades
FCM	18	0
MKT	0	0
PER	18	0
PKG	0	0
Total	36	0

MPE Inventory

Transfer From Facility: South Suburban IL P&DC

Transfer To Facility: Chicago South IL RPDC

Data Extraction Date: 09/27/23

Equipment Type	(1) Current Number	(2) Proposed Number	(3) Difference
ADUS			0
AFCS			0
AFCS 200	8	0	(8)
AFSM100	3	2	(1)
APBS			0
APPS			0
CIOSS			0
DBCS	23	23	0
DIOSS	7	4	(3)
HOPS			0
HSTS			0
HSUS			0
LCREM	1	1	0
LCTS	5	5	0
LCUS			0
PSM			0
RCS	3	3	0
SIPS	2	2	0
SPSS	1	1	0
USS			0
PIV			0
MaRS			0
Slim Sorter			0
FRS			0

Equipment Type	(4) Current Number	(5) Proposed Number	(6) Difference	(7) Excess Equipment	(8) Relocation Costs
ADUS			0	0	
AFCS			0	0	
AFCS 200		7	7	1	\$210,000
AFSM100		2	2	(1)	\$84,000
APBS			0	0	
APPS			0	0	
CIOSS		2	2	(2)	
DBCS		8	8	(8)	
DIOSS		3	3	0	\$65,250
HOPS			0	0	
HSTS		1	1	(1)	
HSUS			0	0	
LCREM		1	1	(1)	
LCTS			0	0	
LCUS			0	0	
PSM			0	0	
RCS			0	0	
SIPS		7	7	(7)	
SPSS			0	0	
USS		1	1	(1)	
PIV			0	0	
MaRS		1	1	(1)	
Slim Sorter		1	1	(1)	
FRS			0	0	

\$359,250

Mail Processing Equipment Relocation Costs: \$359,250 (This number is carried forward to One-Time Costs)

(9) Notes: _____

Customer Service Analysis

Transfer From Facility: South Suburban IL P&DC

3-Digit ZIP Code: 463-464, 604-606, 608

Data Extraction Date: 09/27/23

1. Collection Points	3-Digit ZIP Code: 463		3-Digit ZIP Code: 464		3-Digit ZIP Code: 604		3-Digit ZIP Code: 605	
	Current		Current		Current		Current	
	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
Number picked up before 1 p.m.	60	122	0	3	83	154	45	125
Number picked up between 1-5 p.m.	93	57	37	34	180	198	136	112
Number picked up after 5 p.m.	40	10	10	5	169	34	147	57
Total Number of Collection Points	193	189	47	42	432	386	328	294

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

Quarter/FY	Percent
QTR3/FY23	35.5%
QTR2/FY23	36.4%
QTR1/FY23	45.8%
QTR4/FY22	41.5%

% Carriers returning after 1700

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

	Current		Proposed	
	Start	End	Start	End
Monday	8:00	19:00	8:00	19:00
Tuesday	8:00	19:00	8:00	19:00
Wednesday	8:00	19:00	8:00	19:00
Thursday	8:00	19:00	8:00	19:00
Friday	8:00	19:00	8:00	19:00
Saturday	8:00	13:00	8:00	13:00

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	10:00	17:00	10:00	17:00

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

8. Notes: _____

Transfer To Facility: Chicago South IL RPDC

9. What postmark will be printed on collection mail?

Line 1 _____

Line 2 _____

One-Time Costs

MPE Relocation Costs \$359,250

Building Modifications

Prep on Workroom Floor

Employee Relocation

Total \$359,250

Estimated One-Time Cost \$360,000

Processing

SOUTH SUBURBAN IL P&DC			
Mail Mix	Current Facility Workload Content	Current Facility Workhours	Current Facility FTEs
Letters			253
Flats			60
Packages			11
Other			184
Grand Total			508

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			5,240	215
Flats			3,029	45
Packages			3,386	7
Other			531	88
Grand Total				355

Current On Rolls 616
 On Rolls Impact (153)

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			5,576	37	6,412		32	(5)	\$ 495,206
Flats			5,765	16	6,629		14	(2)	\$ 198,083
Packages			1,059	4	1,218		3	(1)	\$ 99,041
Other			136	97	156		84	(13)	\$ 1,287,537
Grand Total				154			134	(21)	\$ 2,079,867
Estimated Savings Range									\$1.2M-\$1.6M

Site A Maintenance - South Suburban IL P&DC

Major MPE Equipment List		
Equipment	Current Count	Future Count
AAA	3	0
AFCS200	8	0
AFESM100AFSM	3	2
AFTL	2	2
ANAFSM	3	2
ASD_DA	6	6
ATSIATSU	3	3
ATU	3	3
BDS	5	0
CPFS	1	1
CFS_DACFS	28	28
CONTLOCNTL	7	7
DBCS	23	23
DIOSS	7	4
BPRCROLL	2	0
EAA	3	0
FRESFRES	1	1
UCAFSM	1	0
LAN	1	1
LOREM	1	1
CTSLCTSLC	3	3
LMS	1	0
MSWYB	3	3
DPS	1	1
VFS	6	0

SITE	Current eWHEP Authorized					Grand Total
	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	
SOUTH SUBURBAN IL	14	105	5	31	6	161

SITE	Current Cost					Grand Total
	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	
SOUTH SUBURBAN IL	\$2,112,854	\$13,168,703	\$632,608	\$3,115,186	\$679,537	\$19,708,888

Total Maintenance Craft x 1783 Hrs x LDC Labor Rate	\$17,596,035
Total Maintenance EAS x 1799 Hrs x LDC Labor Rate	\$2,112,854
Total Annual Cost	\$19,708,888

LDC	Current Work Hrs	Future Work Hrs	Work Hrs Delta	FTE Delta	Estimated Cost
35		1799	-1799	-1	\$130,918
36			-41009	-23	\$2,884,573
37			0	0	\$0
38			0	0	\$0
39			-1783	-1	\$113,256
Grand Total			-44591	-25	\$3,148,747

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/oaep/page2.htm>

SITE	Future					Grand Total
	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	
SOUTH SUBURBAN IL P&DC	13	82	5	31	5	136

SITE	Future Cost					Grand Total
	LDC 35	LDC 36	LDC 37	LDC 38	LDC 39	
SOUTH SUBURBAN IL P&DC	\$1,961,935	\$10,284,130	\$632,608	\$3,115,186	\$566,281	\$16,560,141

Total Maintenance Craft x 1783 Hrs x LDC Labor Rate	\$14,598,206
Total Maintenance EAS x 1799 Hrs x LDC Labor Rate	\$1,961,935
Total Annual Cost	\$16,560,141

Needed for Site B (Chicago South RPDC) to process SS volumes			
Equipment Future	PM Hrs	Count	LDC 36 FTE
AFCS200	2624	5	7.45
AFESM100AFSM100	3728	1	2.13
DIOSS	3244	2	3.70
			13.32
		Rounded to:	13.00

Savings	
Maintenance Craft Work Hour Savings	\$2,997,829
Maintenance EAS Work Hour Savings	\$150,918
Total Annual Savings	\$3,148,747

Adjusted Savings		Estimated Savings Range
\$1,360,481		\$800K- \$1.1M
\$150,918		
\$1,511,399		

Total Employee Reduction	-25	RPDC Adjusted Craft Reduction 13
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\$\$\$/FTE	(\$125,949.89)	(\$1,637,348.61)
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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

Contract	Current Annual Mileage	Mileage Change	RPM	Current Annual Cost	Proposed Annual Cost	Annual Cost Change
751RE HCR						(\$1,763.81)
608U5 HCR						(\$180,461.32)
604VS PVS						(\$2,098,213.07)
463M0 HCR						\$65,619.94
150M1 HCR						(\$310,694.10)
117Y0 HCR						\$104,212.31
Grand Total						(\$2,421,300.05)

	Estimated Savings Range	\$1.5M-\$1.9M
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