



# Approval Signatures

Last Saved: October 27, 2011

**Losing Facility Name and Type:** Williamsport PA P&DF  
**Street Address:** 2901 Reach Rd  
**City:** Williamsport  
**State:** PA  
**Facility ZIP Code:** 17701  
**Finance Number:** 419278  
**Current 3D ZIP Code(s):** 169, 177  
**Type of Distribution to Consolidate:** Orig & Dest

**Gaining Facility Name and Type:** Harrisburg PA P&DC  
**Street Address:** 1425 Crooked Hill Rd  
**City:** Harrisburg  
**State:** PA  
**Facility ZIP Code:** 17107  
**Finance Number:** 413485  
**Current 3D ZIP Code(s):** 170, 171, 172, 173, 178

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:**

Leonard Hiltz  
Printed Name  
  
Signature  
11-4-11  
Date

**Senior Plant Manager:**

0  
Printed Name  
Signature  
Date

**District Manager:**

Kevin McAdams  
Printed Name  
  
Signature  
11-1-11  
Date

**GAINING FACILITY:**

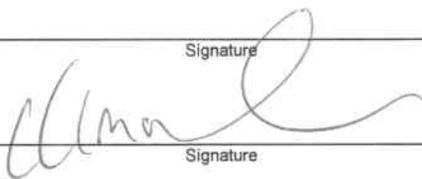
**Plant Manager:**

Linda Malone  
Printed Name  
  
Signature  
11/01/2011  
Date

**Senior Plant Manager:**

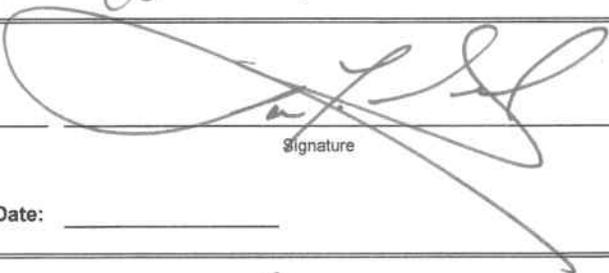
0  
Printed Name  
Signature  
Date

**District Manager:**

Kevin McAdams  
Printed Name  
  
Signature  
11-1-11  
Date

**AREA OFFICE:**

**Area Vice President:**

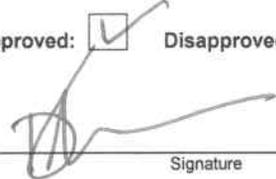
Jordan Small  
Printed Name  
  
Signature  
11/18/12  
Date

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

**HEADQUARTERS:**

Approved:  Disapproved:

**Vice President, Network Operations:**

David E. Williams  
Printed Name  
  
Signature  
2/20/12  
Date

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

rev 12/31/2008

# Executive Summary

Last Saved: January 20, 2012

**Losing Facility Name and Type:** Williamsport PA P&DF

**Street Address:** 2901 Reach Rd

**City, State:** Williamsport , PA

**Current 3D ZIP Code(s):** 169, 177

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

**Miles to Gaining Facility:** 87.9

**Gaining Facility Name and Type:** Harrisburg PA P&DC

**Current 3D ZIP Code(s):** 170, 171, 172, 173, 178

## Summary of AMP Worksheets

### Savings/Costs

Mail Processing Craft Workhour Savings =	<b>\$1,338,488</b>	from Workhour Costs - Proposed
Non-MP Craft/EAS + Shared LDCs Workhour Savings (less Maint/Trans) =	<b>\$225,810</b>	from Other Curr vs Prop
PCES/EAS Supervisory Workhour Savings =	<b>\$529,747</b>	from Other Curr vs Prop
Transportation Savings =	<b>(\$9,506)</b>	from Transportation (HCR and PVS)
Maintenance Savings =	<b>\$1,373,433</b>	from Maintenance
Space Savings =	\$0	from Space Evaluation and Other Costs
<b>Total Annual Savings =</b>	<b>\$3,457,973</b>	
<b>Total One-Time Costs =</b>	<b>\$160,680</b>	from Space Evaluation and Other Costs
<b>Total First Year Savings =</b>	<b>\$3,297,293</b>	

### Staffing Positions

Craft Position Loss =	<b>29</b>	from Staffing - Craft
PCES/EAS Position Loss =	<b>(5)</b>	from Staffing - PCES/EAS

### Volume

Total FHP to be Transferred (Average Daily Volume) =	<b>417,052</b>	from Workhour Costs - Current
Current FHP at Gaining Facility (Average Daily Volume) =	<b>3,038,630</b>	from Workhour Costs - Current
Losing Facility Cancellation Volume (Average Daily Volume) =	<b>72,117</b>	(= Total TPH / Operating Days)

### Service

#### Service Standard Impacts by ADV

	UPGRADED ADV	DOWNGRADED ADV	Unchanged + Upgrades ADV	Unchanged + Upgrades %
First-Class Mail®	0	0	0	#DIV/0!
Priority Mail®	0	0	0	#DIV/0!
Package Services	0	0	0	#DIV/0!
Periodicals	N/A*	N/A*	N/A*	N/A*
Standard Mail	N/A*	N/A*	N/A*	N/A*

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

rev 10/15/2009

# Summary Narrative

Last Saved: February 19, 2012

**Losing Facility Name and Type:** Williamsport PA P&DF

**Current 3D ZIP Code(s):** 169, 177

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

**Gaining Facility Name and Type:** Harrisburg PA P&DC

**Current 3D ZIP Code(s):** 170, 171, 172, 173, 178

## **BACKGROUND**

The Central Pennsylvania District with assistance from the Eastern Area Office has completed an Area Mail Processing (AMP) study to determine the feasibility of relocating the Williamsport P&DF Outgoing and Incoming mail volume for processing at the LeGree S. Daniels (Harrisburg) P&DC. The proposal encompasses mail processing for ZIP Codes 169 and 177. This study is being performed under the parameters set forth in the Network Optimization initiative.

Currently the Williamsport P&DF is an owned facility that processes all outgoing (except Saturday) and incoming mail in the 169 and 177 ZIP ranges. Saturday outgoing process is currently AMP to the LeGree S. Daniels P&DC. With the approved AMP, all outgoing and incoming processing for ZIP ranges 169 and 177 will be transferred to the LeGree S. Daniels P&DC. The Williamsport P&DF houses carriers, a BMEU, Box section, and Window Service will remain at this location. Additionally the facility will also be used as the transfer hub to service the local Associate Offices. The Williamsport P&DF is located approximately 88 miles from the LeGree S. Daniels P&DC.

## **FINANCIAL JUSTIFICATION SUMMARY**

The financial results for this relocation are:

Total Annual Savings: \$3,457,973

Total First Year Savings: \$3,297,293

## **CUSTOMER SERVICE IMPACTS**

There will be no adverse customer service impacts relating to retail unit hours. The retail unit will remain at the facility and provide the same level of service. The local postmark will be available at the service counter.

Specific service standard changes associated with this Area Mail Processing consolidation are contingent upon the resolution of both (a) the rulemaking in which current market dominant product service standards in 39 CFR Part 121 are being evaluated, and (b) all remaining AMP consolidation proposals that are part of the same network rationalization initiative. A complete file reflecting any new service standards will be published at [www.usps.com](http://www.usps.com) once all of the related AMP decisions that provide the foundation for new service standards are made. Priority and Express Mail service standards will be based upon the capability of the network.

The collection box times will not be impacted with this consolidation.

rev 06/10/2009

## **BUSINESS MAIL ENTRY UNIT (BMEU) IMPACTS**

BMEU in Williamsport P&DF will remain at their original location at the Williamsport P&DF.

### **Space**

Williamsport P&DF – the area will be surveyed for improvements to the customer service site layout. The facility will also be examined by Eastern Area FSO to determine if other consolidation opportunities exist.

### **CFS and PARS**

Williamsport P&DF sends their PARS to Lancaster P&DF and CFS to Philadelphia P&DC. This will remain in place until such time a study is completed to determine the feasibility of moving PARS to Philadelphia.

### **Staffing Impacts**

Current projections from the AMP study indicate a net reduction of twenty-five (29) craft and five (5) EAS employees from the Williamsport P&DF due to the originating and destinating mail being moved to LeGree S. Daniels. This includes fourteen (14) employees in mail processing and fifteen (15) employees in maintenance. The LeGree Daniels P&DC F1 staffing will increase by twenty-three (23) due to the movement of the mail. The Williamsport P&DF will retain eight (8) clerks. We have estimated employee relocation costs of approximately \$42,000 which includes 7 employees at \$5,500 each.

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.

# Summary Narrative *(continued)*

## **TRANSPORTATION**

The Williamsport P&DF is located 87.7 miles and 2 hours travel time from the Harrisburg P&DC. The Williamsport facility will be used as a hub operation for the HCR routes that currently leave from there. PVS conversion to HCR due to the distance between the plants being more than 50 miles.

## **OUTGOING OPERATIONS**

All outgoing volumes will be transported to the Harrisburg P&DC on two trips via HCR 17047.

<b><u>VAP</u></b>	<b><u>WILLIAMSPORT AMP INTO HARRISBURG P&amp;DC</u></b>
<b><u>AR</u></b>	
<b><u>HBG</u></b>	
<b>2000</b>	<b>9 HCRs/PVS</b>
<b>2145</b>	<b>8 HCRs/PVS</b>

## **PVS OPERATIONS**

PVS operations will be converted to HCR. The estimated annual cost is \$131,299.00.

## **ASSOCIATE OFFICE/STATIONS/BRANCHES FARTHEST DISTANCES**

169- Coudersport 16915 is 180.2 miles and 3.5 hours from Harrisburg P&DC.

177- Westport 17778 is 141.4 miles and 3 hours from the Harrisburg P&DC.

## **DPS AND DESTINATING MAIL DISPATCHES**

DPS schemes for the 169 and 177 offices will be ready between 1535 and 2130 and will be dispatched on one trip to the Williamsport hub leaving Harrisburg at 2230.

All other destinating volumes will be sent to Williamsport on one trip leaving at 2330.

There will be 14 containers from the SCF breakdown made up to the HCR level and the HCR drivers will do the final 5-digit sort.

## **REGISTERED MAIL**

All Registered mail functions will be transferred to the Harrisburg P&DC. Outgoing registers collected from the Williamsport hub will be consolidated and forwarded to the Harrisburg register room for opening and distributing.

# Summary Narrative *(continued)*

## **DAR / EXPANSION OR RENOVATION**

The LeGree S. Daniels P&DC will need to have a transformer and panel installed, and have power drops for the machines of which a portion of these costs will be associated with this AMP study.

## **EQUIPMENT RELOCATION**

2 DBCS and 1 DIOSS would be moved to LeGree S. Daniels P&DC from Williamsport P&DF at cost of \$24,180.

## **SUMMARY**

The proposed AMP has the potential to save approximately \$3,457,973 annually by increasing mail processing efficiency due to the consolidation of operations and the reduction of overhead costs. Transportation has been assessed for no adverse affect to service commitments and processing capabilities. Operational clearance times and effectiveness will be improved and/or maintained with the shift in all operations and volumes to the LeGree S. Daniels P&DC.

# 24 Hour Clock

Last Saved: January 20, 2012

Lossing Facility Name and Type: Williamsport PA P&DF

Current 3D ZIP Code(s): 169, 177

Type of Distribution to Consolidate: Orig & Dest

Gaining Facility Name and Type: Harrisburg PA P&DC

Current 3D ZIP Code(s): 170, 171, 172, 173, 178

Weekly Trends Beginning Day	24 Hour Indicator Report			80%	100%	100%	100%	Millions	100%	100%	86.9%
			Facility	Cancelled by 2000 Data Source = EDW/MCRS	OGP Cleared by 2300 Data Source = EDW/EOR	OGS 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
		%									
16-Apr	SAT	4/16	WILLIAMSPORT P&DF	79.6%	100.0%	100.0%		0.0		95.4%	90.4%
23-Apr	SAT	4/23	WILLIAMSPORT P&DF	78.6%	100.0%	100.0%		0.0		97.5%	88.0%
30-Apr	SAT	4/30	WILLIAMSPORT P&DF	73.3%	100.0%	100.0%		0.1		92.4%	81.9%
7-May	SAT	5/7	WILLIAMSPORT P&DF	90.1%	100.0%	100.0%		0.1		97.3%	86.6%
14-May	SAT	5/14	WILLIAMSPORT P&DF	78.5%	100.0%	100.0%		0.0		99.9%	92.8%
21-May	SAT	5/21	WILLIAMSPORT P&DF	79.6%	100.0%	100.0%		0.0		95.9%	78.4%
28-May	SAT	5/28	WILLIAMSPORT P&DF	78.6%	100.0%	100.0%		0.1		93.1%	86.4%
4-Jun	SAT	6/4	WILLIAMSPORT P&DF	87.6%	100.0%	100.0%		0.1		98.3%	95.9%
11-Jun	SAT	6/11	WILLIAMSPORT P&DF	84.5%	100.0%	100.0%		0.0		96.2%	94.9%
18-Jun	SAT	6/18	WILLIAMSPORT P&DF	88.1%	100.0%	100.0%		0.1		99.7%	96.9%
25-Jun	SAT	6/25	WILLIAMSPORT P&DF	81.0%	98.1%	100.0%		0.1		96.1%	92.8%
2-Jul	SAT	7/2	WILLIAMSPORT P&DF	81.7%	100.0%	100.0%		0.0		95.1%	91.4%
9-Jul	SAT	7/9	WILLIAMSPORT P&DF	87.3%	100.0%	100.0%		0.0		95.0%	88.7%
16-Jul	SAT	7/16	WILLIAMSPORT P&DF	87.2%	100.0%	100.0%		0.0		97.4%	92.8%
23-Jul	SAT	7/23	WILLIAMSPORT P&DF	80.3%	100.0%	100.0%		0.1		99.7%	100.0%
30-Jul	SAT	7/30	WILLIAMSPORT P&DF	76.3%	100.0%	100.0%		0.1		99.5%	96.9%
6-Aug	SAT	8/6	WILLIAMSPORT P&DF	81.5%	100.0%	100.0%		0.1		96.4%	94.9%
13-Aug	SAT	8/13	WILLIAMSPORT P&DF	82.0%	100.0%	100.0%		0.0		98.0%	99.0%
20-Aug	SAT	8/20	WILLIAMSPORT P&DF	87.1%	100.0%	100.0%		0.1		99.7%	96.8%
27-Aug	SAT	8/27	WILLIAMSPORT P&DF	79.4%	100.0%	100.0%		0.0		99.4%	95.6%
3-Sep	SAT	9/3	WILLIAMSPORT P&DF	83.8%	100.0%	100.0%		0.0		98.4%	84.2%
Weekly Trends Beginning Day	24 Hour Indicator Report			80%	100%	100%	100%	Millions	100%	100%	86.9%
			Facility	Cancelled by 2000 Data Source = EDW/MCRS	OGP Cleared by 2300 Data Source = EDW/EOR	OGS 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
		%									
16-Apr	SAT	4/16	HARRISBURG P&DC	76.3%	97.4%	97.5%	99.8%	0.5	97.1%	97.3%	35.9%
23-Apr	SAT	4/23	HARRISBURG P&DC	84.9%	98.3%	97.1%	98.7%	0.8	98.5%	99.4%	36.1%
30-Apr	SAT	4/30	HARRISBURG P&DC	79.4%	98.0%	97.9%	97.8%	0.8	99.2%	96.0%	22.5%
7-May	SAT	5/7	HARRISBURG P&DC	77.5%	99.8%	100.0%	99.5%	0.9	100.0%	97.2%	23.4%
14-May	SAT	5/14	HARRISBURG P&DC	73.1%	98.8%	100.0%	99.8%	0.7	100.0%	99.8%	32.2%
21-May	SAT	5/21	HARRISBURG P&DC	91.5%	90.8%	88.2%	99.4%	0.9	100.0%	89.6%	24.3%
28-May	SAT	5/28	HARRISBURG P&DC	74.9%	94.0%	94.0%	100.0%	0.4	100.0%	97.6%	29.2%
4-Jun	SAT	6/4	HARRISBURG P&DC	77.4%	99.3%	97.7%	99.4%	0.6	100.0%	98.5%	20.4%
11-Jun	SAT	6/11	HARRISBURG P&DC	80.7%	99.0%	94.5%	99.7%	0.7	98.1%	99.1%	31.7%
18-Jun	SAT	6/18	HARRISBURG P&DC	82.9%	98.5%	99.9%	99.6%	0.6	99.9%	99.3%	38.2%
25-Jun	SAT	6/25	HARRISBURG P&DC	83.1%	93.4%	90.4%	98.8%	0.5	100.0%	97.0%	28.9%
2-Jul	SAT	7/2	HARRISBURG P&DC	67.2%	93.1%	93.0%	99.8%	0.6	95.3%	98.9%	29.4%
9-Jul	SAT	7/9	HARRISBURG P&DC	77.9%	98.4%	91.3%	99.3%	0.7	100.0%	97.9%	26.1%
16-Jul	SAT	7/16	HARRISBURG P&DC	86.2%	99.5%	98.2%	99.2%	0.5	100.0%	99.1%	39.6%
23-Jul	SAT	7/23	HARRISBURG P&DC	80.4%	98.7%	95.8%	98.1%	0.9	100.0%	99.9%	34.8%
30-Jul	SAT	7/30	HARRISBURG P&DC	72.7%	94.4%	94.0%	99.1%	0.4	100.0%	97.8%	23.1%
6-Aug	SAT	8/6	HARRISBURG P&DC	77.3%	97.2%	99.6%	99.6%	0.6	100.0%	97.4%	24.4%
13-Aug	SAT	8/13	HARRISBURG P&DC	85.9%	98.4%	99.4%	99.4%	0.5	100.0%	99.4%	25.6%
20-Aug	SAT	8/20	HARRISBURG P&DC	96.0%	98.4%	98.7%	99.4%	0.8	98.3%	96.7%	28.9%
27-Aug	SAT	8/27	HARRISBURG P&DC	88.9%	98.1%	95.6%	99.6%	0.6	98.1%	94.1%	21.0%
3-Sep	SAT	9/3	HARRISBURG P&DC	62.8%	93.1%	84.9%	100.0%	0.1	100.0%	95.4%	23.2%

rev 04/2/2008

# MAP

Last Saved: January 20, 2012

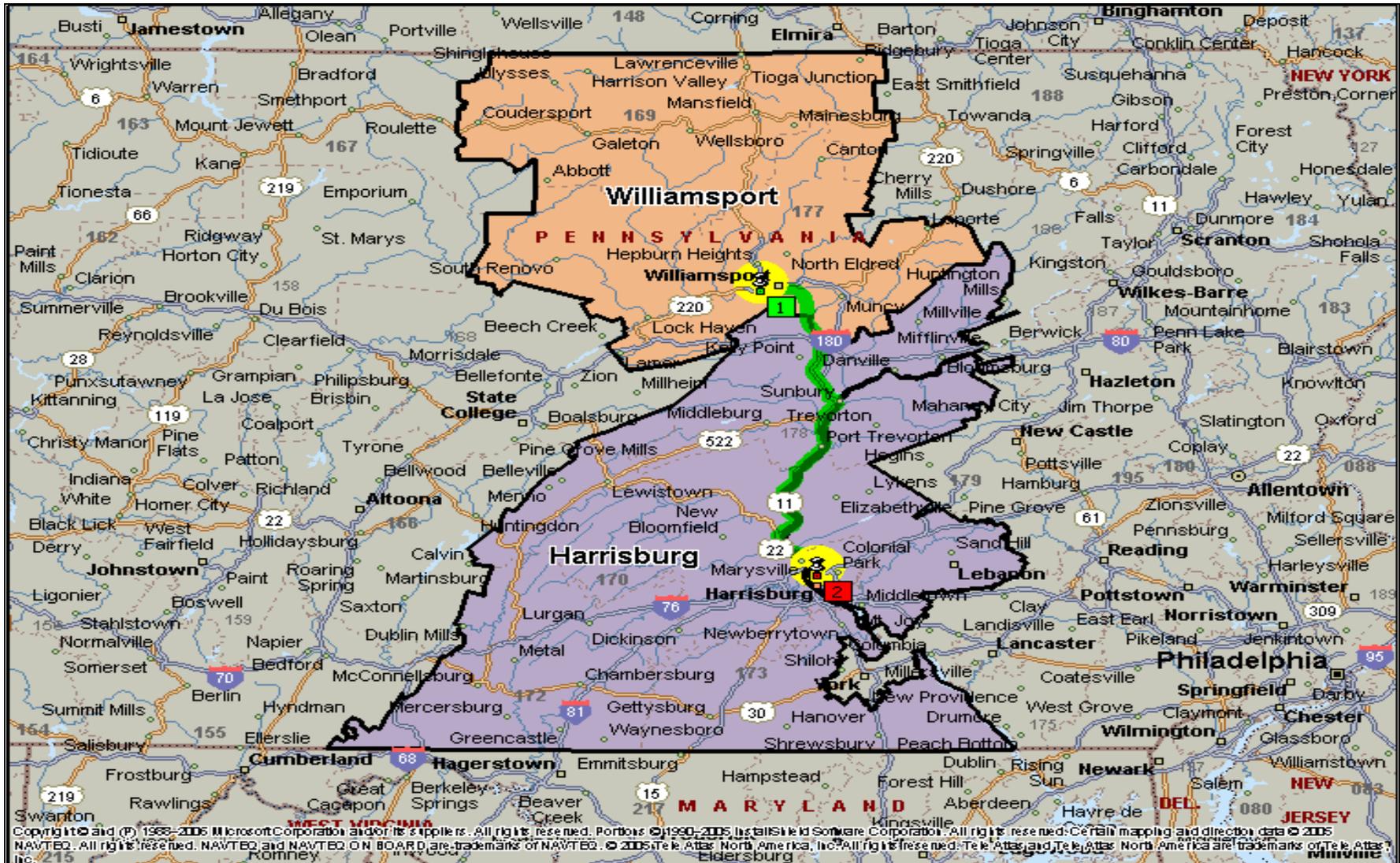
**Losing Facility Name and Type:** Williamsport PA P&DF

**Current 3D ZIP Code(s):** 169, 177

**Miles to Gaining Facility:** 87.9

**Gaining Facility Name and Type:** Harrisburg PA P&DC

**Current 3D ZIP Code(s):** 170, 171, 172, 173, 178



rev 03/20/2008

# Service Standard Impacts

Last Saved: January 20, 2012

**Losing Facility:** Williamsport PA P&DF

**Losing Facility 3D ZIP Code(s):** 169, 177

**Gaining Facility 3D ZIP Code(s):** 170, 171, 172, 173, 178

Based on report prepared by Network Integration Support dated: mm/dd/yyyy

<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																
DOWNGRADE																
TOTAL																
NET UP+NO CHNG																
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						
UPGRADE																
DOWNGRADE																
TOTAL																
NET																

# Stakeholders Notification

(WorkBook Tab Notification - 1)

Last Saved: January 20, 2012

Stakeholder Notification Page 1

**Losing Facility:** Williamsport PA P&DF

**AMP Event:** Start of Study


### Workhour Costs - Current

Last Saved: January 20, 2012

Losing Facility: Williamsport PA P&DF

Gaining Facility: Harrisburg PA P&DC

Date Range of Data: 07/01/10 <<==== >>>> 06/30/11

Losing Current Workhour Rate by LDC		
	Function 1	Function 4
LDC		
11	\$41.21	\$0.00
12	\$42.64	\$0.00
13	\$0.00	\$0.00
14	\$41.78	\$0.00
15	\$0.00	\$0.00
16	\$0.00	\$0.00
17	\$42.56	\$0.00
18	\$41.77	\$36.71

Gaining Current Workhour Rate by LDC		
	Function 1	Function 4
LDC		
11	\$38.32	\$0.00
12	\$44.90	\$35.89
13	\$43.57	\$0.00
14	\$43.10	\$0.00
15	\$12.46	\$0.00
16	\$0.00	\$0.00
17	\$39.13	\$0.00
18	\$40.37	\$23.34

(1) Current Operation Numbers	(2) % Moved to Gaining	(3) Current Annual FHP Volume	(4) Current Annual TPH or NATPH Volume	(5) Current Annual Workhours	(6) Current Productivity (TPH or NATPH)	(7) Current Annual Workhour Costs
010	100.0%					\$80,976
015	100.0%					\$40,456
017	100.0%					\$177
018	100.0%					\$75,706
020	100.0%					\$3,288
021	100.0%					\$0
022	100.0%					\$0
030	100.0%					\$55,874
035	100.0%					\$87,497
040	100.0%					\$9,310
044	100.0%					\$70,944
060	100.0%					\$140
066	100.0%					\$1,064
067	100.0%					\$903
070	100.0%					\$6,980
074	100.0%					\$88,856
100	100.0%					\$0
110	100.0%					\$11,257
112	100.0%					\$180,885
117	100.0%					\$68,540
120	100.0%					\$55,217
122	100.0%					\$92,848
123	100.0%					\$129,916
124	100.0%					\$424
125	100.0%					\$204,022
130	100.0%					\$185
180	100.0%					\$29,351
185	100.0%					\$52,333
186	100.0%					\$137,148
210	100.0%					\$171,820
211	100.0%					\$23,322
214	50.0%					\$42,544
225	100.0%					\$19,109
231	50.0%					\$89,341
232	100.0%					\$9,536
233	100.0%					\$0
235	100.0%					\$135,468
264	100.0%					\$307
266	100.0%					\$39,739
271	100.0%					\$4,257

(8) Current Operation Numbers	(9) % Moved to Losing	(10) Current Annual FHP Volume	(11) Current Annual TPH or NATPH Volume	(12) Current Annual Workhours	(13) Current Productivity (TPH or NATPH)	(14) Current Annual Workhour Costs
010						\$66,909
015						\$363,734
017						\$460,374
018						\$1,698,496
020						\$366
021						\$819
022						\$0
030						\$1,025,900
035						\$1,957,379
040						\$122,931
044						\$556,069
060						\$173,104
066						\$0
067						\$0
070						\$1,358
074						\$447,598
100						\$85
110						\$153,837
112						\$216,691
117						\$0
120						\$453,088
122						\$408,511
123						\$72,718
124						\$705,606
125						\$156,934
130						\$0
180						\$635,966
185						\$76,440
186						\$0
210						\$577,046
211						\$87,255
214						\$112,022
225						\$394,206
231						\$1,947,481
232						\$257,140
233						\$232,544
235						\$22,511
264						\$0
266						\$0
271						\$193,484











### Workhour Costs - Proposed

Last Saved: January 20, 2012

Losing Facility: Williamsport PA P&DF

Gaining Facility: Harrisburg PA P&DC

(1) Proposed Operation Numbers	(2) Proposed Annual FHP Volume	(3) Proposed Annual TPH or NATPH Volume	(4) Proposed Annual Workhours	(5) Proposed Productivity (TPH or NATPH)	(6) Proposed Annual Workhour Costs
010	0	0	0	No Calc	\$0
015	0	0	0	No Calc	\$0
017	0	0	0	No Calc	\$0
018	0	0	0	No Calc	\$0
020	0	0	0	No Calc	\$0
021	0	0	0	No Calc	\$0
022	0	0	0	No Calc	\$0
030	0	0	0	No Calc	\$0
035	0	0	0	No Calc	\$0
040	0	0	0	No Calc	\$0
044	0	0	0	No Calc	\$0
060	0	0	0	No Calc	\$0
066	0	0	0	No Calc	\$0
067	0	0	0	No Calc	\$0
070	0	0	0	No Calc	\$0
074	0	0	0	No Calc	\$0
100	0	0	0	No Calc	\$0
110	0	0	0	No Calc	\$0
112	0	0	0	No Calc	\$0
117	0	0	0	No Calc	\$0
120	0	0	0	No Calc	\$0
122	0	0	0	No Calc	\$0
123	0	0	0	No Calc	\$0
124	0	0	0	No Calc	\$0
125	0	0	0	No Calc	\$0
130	0	0	0	No Calc	\$0
180	0	0	0	No Calc	\$0
185	0	0	0	No Calc	\$0
186	0	0	0	No Calc	\$0
210	0	0	0	No Calc	\$0
211	0	0	0	No Calc	\$0
214					\$21,272
225					\$0
231					\$44,670
232	0	0	0	No Calc	\$0
233	0	0	0	No Calc	\$0
235	0	0	0	No Calc	\$0
264	0	0	0	No Calc	\$0
266	0	0	0	No Calc	\$0
271	0	0	0	No Calc	\$0
281	0	0	0	No Calc	\$0
321	0	0	0	No Calc	\$0
324	0	0	0	No Calc	\$0
340	0	0	0	No Calc	\$0
441	0	0	0	No Calc	\$0
444	0	0	0	No Calc	\$0
481	0	0	0	No Calc	\$0
484	0	0	0	No Calc	\$0
549	0	0	0	No Calc	\$0

(7) Proposed Operation Numbers	(8) Proposed Annual FHP Volume	(9) Proposed Annual TPH or NATPH Volume	(10) Proposed Annual Workhours	(11) Proposed Productivity (TPH or NATPH)	(12) Proposed Annual Workhour Costs
010					\$141,364
015					\$400,576
017					\$460,537
018					\$1,769,618
020					\$3,390
021					\$819
022					\$0
030					\$1,105,546
035					\$2,037,830
040					\$136,683
044					\$664,661
060					\$171,847
066					\$327
067					\$830
070					\$3,735
074					\$512,039
100					\$84
110					\$162,701
112					\$221,718
117					\$0
120					\$503,858
122					\$493,882
123					\$192,173
124					\$705,995
125					\$344,527
130					\$0
180					\$662,954
185					\$102,831
186					\$64,515
210					\$656,038
211					\$97,977
214					\$131,582
225					\$402,991
231					\$1,988,555
232					\$266,356
233					\$232,544
235					\$147,070
264					\$407
266					\$33,591
271					\$185,296
281					\$363,950
244					\$991,453
246					\$1,813,478
340					\$37,314
441					\$0
444					\$0
481					\$671,981
484					\$221,510
549					\$372,731













## Other Workhour Move Analysis

Last Saved: January 20, 2012

Losing Facility: Williamsport PA P&DF

Gaining Facility: Harrisburg PA P&DC

Date Range of Data: 07/01/10 to 06/30/11

### 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 (\$)
470	0.0%	100.0%		\$154	470				\$0
515	0.0%	100.0%		\$660	515				\$0
581	0.0%	100.0%		\$7,101	581				\$724,872
624	0.0%	100.0%		\$932	624				\$27,374
673	0.0%	100.0%		\$210,439	673				\$0
680	0.0%	100.0%		\$121,062	680				\$77,422
747	13.8%			\$589,714	747				\$3,113,883
750	28.7%	71.3%		\$895,926	750				\$6,425,889
753	11.4%	88.6%		\$374,259	753				\$1,902,142
765				\$120,763	765				\$560,889
					566				\$299
					571				\$22,762
					582				\$78,025
					614				\$134
					616				\$19,158
					617				\$30,740
					634				\$740
					666				\$77,437
					679				\$439,843
					692				\$57,296
					745				\$644,175
					763				\$1,585
					766				\$2,005,348

### 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 (\$)
470		\$0	470		\$0
515		\$0	515		\$0
581		\$0	581		\$724,872
624		\$0	624		\$27,374
673		\$0	673		\$0
680		\$0	680		\$77,422
747		\$508,463	747		\$3,197,839
750		\$0	750		\$6,674,810
753		\$0	753		\$1,947,411
765		\$120,763	765		\$560,889
			566		\$299
			571		\$22,762
			582		\$78,025
			614		\$134
			616		\$19,158
			617		\$30,740
			634		\$740
			666		\$77,437
			679		\$439,843
			692		\$57,296
			745		\$644,175
			763		\$1,585
			766		\$2,005,348











# Staffing - Management

Last Saved: January 20, 2012

**Losing Facility:** Williamsport PA P&DF

**Data Extraction Date:** 09/19/11

**Finance Number:** 419278

<b>Management Positions</b>						
Line	(1) Position Title	(2) Level	(3) Current Auth Staffing	(4) Current On-Rolls	(5) Proposed Staffing	(6) Difference
1	MGR PROCESSING/DISTRIBUTION FCLTY	EAS-21	1	1	0	-1
2	MGR MAINTENANCE	EAS-18	1	1	0	-1
3	OPERATIONS SUPPORT SPECIALIST	EAS-17	2	2	0	-2
4	SUPV DISTRIBUTION OPERATIONS	EAS-17	2	0	0	0
5	SUPV MAINTENANCE OPERATIONS	EAS-17	1	0	0	0
6					0	
7					0	
8					0	
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						

44					
45					
46					
47					
48					
49					
50					
51					
52					
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54					
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58					
59					
60					
61					
62					
63					
64					
65					
66					
67					
68					
69					
70					
71					
72					
73					
74					
75					
76					
77					
78					
79					
	<b>Totals</b>		<b>7</b>	<b>4</b>	<b>0</b>
					<b>(4)</b>

Retirement Eligibles: 2

Position Loss: 4

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 (2)	PCES-01	1	1	1	0
2	MGR IN-PLANT SUPPORT	EAS-25	1	1	1	0
3	MGR DISTRIBUTION OPERATIONS	EAS-24	1	1	1	0
4	MGR MAINTENANCE (LEAD)	EAS-24	1	1	1	0
5	MGR DISTRIBUTION OPERATIONS	EAS-22	1	1	1	0
6	MGR MAINTENANCE OPERATIONS	EAS-21	3	3	3	0
7	OPERATIONS INDUSTRIAL ENGINEER (FI	EAS-21	3	3	3	0
8	MGR DISTRIBUTION OPERATIONS	EAS-20	2	2	2	0
9	MGR MAINT ENGINEERING SUPPORT	EAS-20	1	1	1	0
10	MGR TRANSPORTATION/NETWORKS	EAS-20	1	1	1	0
11	OPERATIONS SUPPORT SPECIALIST	EAS-20	1	1	1	0
12	MAINTENANCE ENGINEERING SPECIALIST	EAS-19	1	1	1	0
13	MGR FIELD MAINT OPRNS (LEAD)	EAS-19	1	1	1	0
14	MGR MAINTENANCE OPERATIONS SUPPT	EAS-19	1	1	1	0
15	OPERATIONS SUPPORT SPECIALIST	EAS-18	2	2	2	0
16	OPERATIONS SUPPORT SPECIALIST	EAS-17	2	1	2	1
17	SUPV DISTRIBUTION OPERATIONS	EAS-17	23	17	25	8
18	SUPV MAINTENANCE OPERATIONS	EAS-17	10	10	10	0
19	SUPV TRANSPORTATION OPERATIONS	EAS-17	2	2	2	0
20	NETWORKS SPECIALIST	EAS-16	1	1	1	0
21	SECRETARY (FLD)	EAS-12	1	1	1	0
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						



# Staffing - Craft

Last Saved: January 20, 2012

**Losing Facility:** Williamsport PA P&DF

**Finance Number:** 419278

**Data Extraction Date:** 09/19/11

Craft Positions	(1) Casuals/PSEs On-Rolls	(2) Part Time On-Rolls	(3) Full Time On-Rolls	(4) Total On-Rolls	(5) Total Proposed	(6) Difference
Function 1 - Clerk	5	0	21	26	8	(18)
Function 4 - Clerk	0	0	0			
Function 1 - Mail Handler	0	2	17	19	0	(19)
Function 4 - Mail Handler	0	0	0			
<b>Function 1 &amp; 4 Sub-Total</b>	<b>5</b>	<b>2</b>	<b>38</b>	<b>45</b>	<b>8</b>	<b>(37)</b>
Function 3A - Vehicle Service	0	0	1	1	1	0
Function 3B - Maintenance	0	0	25	25	5	(20)
Functions 67-69 - Lmtd/Rehab/WC		0	0			
Other Functions	0	0	0			
<b>Total</b>	<b>5</b>	<b>2</b>	<b>64</b>	<b>71</b>	<b>14</b>	<b>(57)</b>

Retirement Eligibles: 16

**Gaining Facility:** Harrisburg PA P&DC

**Finance Number:** 413485

**Data Extraction Date:** 09/19/11

Craft Positions	(7) Casuals/PSE On-Rolls	(8) Part Time On-Rolls	(9) Full Time On-Rolls	(10) Total On-Rolls	(11) Total Proposed	(12) Difference
Function 1 - Clerk	49	0	286	335	351	16
Function 1 - Mail Handler	25	19	200	244	251	7
<b>Function 1 Sub-Total</b>	<b>74</b>	<b>19</b>	<b>486</b>	<b>579</b>	<b>602</b>	<b>23</b>
Function 3A - Vehicle Service	0	0	31	31	31	0
Function 3B - Maintenance	1	0	144	145	150	5
Functions 67-69 - Lmtd/Rehab/WC		0	2	2	2	0
Other Functions	0	0	7	7	7	0
<b>Total</b>	<b>75</b>	<b>19</b>	<b>670</b>	<b>764</b>	<b>792</b>	<b>28</b>

Retirement Eligibles: 187

**Total Craft Position Loss:** 29 (This number carried forward to the *Executive Summary*)

(13) Notes: \_\_\_\_\_

# Maintenance

Last Saved: January 20, 2012

**Loosing Facility:** Williamsport PA P&DF

**Gaining Facility:** Harrisburg PA P&DC

**Date Range of Data:** Jul-01-2010 : Jun-30-2011

	(1) Current Cost	(2) Proposed Cost	(3) Difference
<b>Workhour Activity</b>			
LDC 36 Mail Processing Equipment	\$ 895,926	\$ 0	\$ (895,926)
LDC 37 Building Equipment	\$ 374,259	\$ 0	\$ (374,259)
LDC 38 Building Services <i>(Custodial Cleaning)</i>	\$ 589,714	\$ 508,463	\$ (81,251)
LDC 39 Maintenance Operations Support	\$ 121,993	\$ 0	\$ (121,993)
LDC 93 Maintenance Training	\$ 3,979	\$ 0	\$ (3,979)
<b>Workhour Cost Subtotal</b>	<b>\$ 1,985,872</b>	<b>\$ 508,463</b>	<b>\$ (1,477,408)</b>
<b>Other Related Maintenance &amp; Facility Costs</b>			
Total Maintenance Parts, Supplies & Facility Utilities	\$ 412,066	\$ 141,965	\$ (270,101)
<b>Adjustments</b> <i>(from "Other Curr vs Prop" tab)</i>	\$ 0		
<b>Grand Total</b>	<b>\$ 2,397,938</b>	<b>\$ 650,428</b>	<b>\$ (1,747,509)</b>

	(4) Current Cost	(5) Proposed Cost	(6) Difference
<b>Workhour Activity</b>			
LDC 36 Mail Processing Equipment	\$ 6,425,889	\$ 6,674,810	\$ 248,921
LDC 37 Building Equipment	\$ 1,902,142	\$ 1,947,411	\$ 45,269
LDC 38 Building Services <i>(Custodial Cleaning)</i>	\$ 3,113,883	\$ 3,197,839	\$ 83,956
LDC 39 Maintenance Operations Support	\$ 768,869	\$ 768,869	\$ 0
LDC 93 Maintenance Training	\$ 137,596	\$ 137,596	\$ 0
<b>Workhour Cost Subtotal</b>	<b>\$ 12,348,379</b>	<b>\$ 12,726,524</b>	<b>\$ 378,145</b>
<b>Other Related Maintenance &amp; Facility Costs</b>			
Total Maintenance Parts, Supplies & Facility Utilities	\$ 2,848,722	\$ 2,848,722	\$ 0
<b>Adjustments</b> <i>(from "Other Curr vs Prop" tab)</i>		\$ -4,070	
<b>Grand Total</b>	<b>\$ 15,197,101</b>	<b>\$ 15,571,177</b>	<b>\$ 374,076</b>

**Annual Maintenance Savings: \$1,373,433** (This number carried forward to the Executive Summary)

(7) Notes: These calculations are based on loosing all MPE. I subtracted (10) LDC 36 ET-10s, (1) LDC 39 MOS-6, and the entire stockroom inventory for the MPE.

I based the LDC 38 calculation on two tours so I subtracted two LC-4s.

rev 04/13/2009

### Transportation - PVS

Last Saved: January 20, 2012

**Losing Facility:** Williamsport PA P&DF  
**Finance Number:** 419278  
**Date Range of Data:** 07/01/10 -- to -- 06/30/11

**Gaining Facility:** Harrisburg PA P&DC  
**Finance Number:** 413485

	(1) Current	(2) Proposed	(3) Difference
<b>PVS Owned Equipment</b>			
Seven Ton Trucks	2	0	2
Eleven Ton Trucks	0		0
Single Axle Tractors	0		0
Tandem Axle Tractors	0		0
Spotters	0		0
<b>PVS Transportation</b>			
Total Number of Schedules	3	0	3
Total Annual Mileage	54,708		54,708
<b>Total Mileage Costs</b>			<b>\$0</b>
<b>PVS Leases</b>			
Total Vehicles Leased	0		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)	\$120,763	\$120,763	\$0
<b>Adjustments</b> <small>(from "Other Curr vs Prop" tab)</small>		\$0	
<b>Total Workhour Costs</b>	\$120,763	\$120,763	\$0

	(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)	\$470,583	\$470,583	\$0
LDC 34 (765, 766)	\$2,566,237	\$2,566,237	\$0
<b>Adjustments</b> <small>(from "Other Curr vs Prop" tab)</small>		\$0	
<b>Total Workhour Costs</b>	\$3,036,821	\$3,036,821	\$0

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





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

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

Proposed Trip Impacts	Current Losing	Moving to Gain (-)	Other Changes (+/-)	Trips from Gaining	Proposed Result
	25,757	0	0	0	25,757

Proposed Trip Impacts	Current Gaining	Moving to Lose (-)	Other Changes (+/-)	Trips from Losing	Proposed Result
	744,078	0	0	0	744,078

HCR Annual Savings (Losing Facility): \$121,626

HCR Annual Savings (Gaining Facility): (\$131,133)

**Total HCR Transportation Savings: (\$9,506)**

<<== (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: January 20, 2012

Lossing Facility: Williamsport PA P&DF

Gaining Facility: Harrisburg PA P&DC

Data Extraction Date: 09/19/11

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

Equipment Type	(4) Current Number	(5) Proposed Number	(6) Difference	(7) Excess Equipment	(8) Relocation Costs
AFCS	5	8	3	2	
AFSM 100	3	4	1	1	
APPS	1	1	0	0	
CIOSS	0	0	0	0	
CSBCS	0	0	0	0	
DBCS	20	14	(6)	(8)	\$16,120
DBCS-OSS	3	9	6	6	
DIOSS	6	11	5	4	\$8,060
FSS	0	0	0	0	
SPBS	0	0	0	0	
UFSM	0	0	0	(1)	
FC / MICRO MARK	2	2	0	0	
ROBOT GANTRY	6	8	2	2	
HSTS / HSUS	0	0	0	0	
LCTS / LCUS	1	1	0	0	
LIPS	0	0	0	0	
EAA	2	0	(2)	(2)	
MPBCS-OSS	0	0	0	0	
TABBER	0	0	0	0	
POWERED INDUSTRIAL EQUIPMENT	0	0	0	0	
LCREM	1	2	1	1	

1

Mail Processing Equipment Relocation Costs from Losing to Gaining Facility: \$24,180 (This number is carried forward to *Space Evaluation and Other Costs*)

(9) Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## Customer Service Issues

Last Saved: January 20, 2012

**Losing Facility:** Williamsport PA P&DF

**5-Digit ZIP Code:** 17701

**Data Extraction Date:** 10/14/11

**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: 169		3-Digit ZIP Code: 177		3-Digit ZIP Code:		3-Digit ZIP Code:	
Current		Current		Current		Current	
Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.	Mon. - Fri.	Sat.
17	68	122	199				
76	20	147	45				
1	0	20	6				
94	88	289	250	0	0	0	0

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

0

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

NA

**4. Delivery Performance Report**

% Carriers returning before 5 p.m.

Quarter/FY	Percent
PQ1 2011	84.30%
PQ2 2011	88.60%
PQ3 2011	84.00%
PQ4 2011	75.30%

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

	Current		Proposed	
	Start	End	Start	End
Monday	7:00	18:00	8:30	17:30
Tuesday	7:00	18:00	8:30	17:30
Wednesday	7:00	18:00	8:30	17:30
Thursday	7:00	18:00	8:30	17:30
Friday	7:00	18:00	8:30	17:30
Saturday	9:00	13:00	9:00	13:00

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

	Current		Proposed	
	Start	End	Start	End
Monday	9:00	4:00	9:00	4:00
Tuesday	9:00	4:00	9:00	4:00
Wednesday	9:00	4:00	9:00	4:00
Thursday	9:00	4:00	9:00	4:00
Friday	9:00	4:00	9:00	4:00
Saturday				

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

Yes

**8. Notes:**

\_\_\_\_\_

**Gaining Facility:** Harrisburg PA P&DC

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

Line 1 \_\_\_\_\_

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

rev 6/18/2008

# Space Evaluation and Other Costs

Last Saved: January 20, 2012

Losing Facility: Williamsport PA P&DF

## Space Evaluation

1. Affected Facility

Facility Name: Williamsport PA P&DF  
Street Address: 2901 Reach Rd  
City, State ZIP: Williamsport, PA 17701

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

Enter annual lease cost: owned  
Enter lease expiration date: \_\_\_\_\_  
Enter lease options/terms: \_\_\_\_\_

3. Current Square Footage

Enter the total interior square footage of the facility: 78,212  
Enter gained square footage expected with the AMP: 29514

4. Planned use for acquired space from approved AMP

The plant currently houses Carriers for the City of Williamsport and one AO.  
Space will be available for future DUO.  
\_\_\_\_\_  
\_\_\_\_\_

5. Facility Costs

Enter any projected one-time facility costs: \$98,000  
(This number shown below under One-Time Costs section.)

6. Savings Information

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

7. Notes Facility costs includes the portion of the cost to upgrade the power supply in the  
gaining facility. Relocation cost - \$5,500 per employee (Mail Handlers only).  
\_\_\_\_\_  
\_\_\_\_\_

## One-Time Costs

Employee Relocation Costs: \$38,500  
Mail Processing Equipment Relocation Costs: \$24,180  
(from MPE Inventory)  
Facility Costs: \$98,000  
(from above)

**Total One-Time Costs:** \$160,680  
(This number carried forward to *Executive Summary*)

## Remote Encoding Center Cost per 1000

Losing Facility: Williamsport PA P&DF

Gaining Facility: Harrisburg PA P&DC