



June 25, 2021

Omar Gonzalez
Western Region Coordinator
American Postal Workers Union, AFL-CIO
1350 Old Bayshore Hwy. Suite 360
Burlingame, CA 94010-1882

SUBJECT: Notice of Impacts in the Arizona District

Dear Mr. Gonzalez,

This letter concerns the staffing changes at the Tucson, AZ Post Office. In order to minimize the impact due to the planned excessing we are authorizing the withholding of one (1) residual vacancies at the same or lower level in surrounding installations within a 50-mile radius of the Tucson, AZ Post Office. As information the one (1) affected Maintenance employee at the Tucson, AZ Post Office holds the position of Maintenance Support Clerk Level 7/Occ. Code 030302XX.

If you have any questions, please contact Scott Sutton Western Area Labor Relations at 303-313-5449.

Scott Sutton for
James Davey
Director Field Human Resources
WestPac Area

Attachments: Impact Report, Radius Map, Maintenance Seniority List, Supportive Documentation

Cc: Manager Labor Relations Western Area
District Manager Arizona
Manager Human Resources Arizona
Manager Labor Relations Arizona
Compliment Coordinator Arizona
NALC Region 4
NPMHU Regional Director Oakland

WorkHour Impact Report

Impacted Bid Cluster	TUCSON POST OFFICE
Installation Address	
Area Name	WESTPAC RETAIL & DELIVERY
Impact Type	Reduction Other Than by Attrition
Date of Impact	11/06/2021
Period (Dates) of Review Performed	04/25/2020 thru 05/07/2021
Report Prepared By	Victoria Valenzuela
Report Prepared Date	06/25/2021
Reviewed By	Richard Chavez
Phone	(602) 225-3122

WorkHour Impact Report

Craft = MAINTENANCE

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings	E Annual Work Hours Savings	F Annual FTE Savings	G Current FTE Yearly Hr Rate
Total	2167	1955	-212	-848	-11024	-7	1664

OverTime Impact

	Current OT Average Weekly Hrs	Current OT Rate	Planned OT per Week from changes	Additional Planned OT per Week	Percent Planned OT per Week	Planned OT Hours per Week	Planned OT Rate
Total	212	9.8%	-18	0		194	9.9%

WorkHour Impact Report

Casuals

a. Current Number of MAINTENANCE Casuals on Rolls	0
b. Current Total Non-OverTime MAINTENANCE Casuals Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE Casuals Hours per Month	0
d. Number of MAINTENANCE Casuals that will have Reduced Hours	0
e. Number of MAINTENANCE Casuals that will be Terminated	0
f. Number of MAINTENANCE Casuals Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining MAINTENANCE Casuals	
NA	

Mail Handler (MHAs)

a. Current Number of MAINTENANCE MHAs on Rolls	0
b. Current Total Non-OverTime MAINTENANCE MHA Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE MHA Hours per Month	0
d. Number of MAINTENANCE MHAs that will have Reduced Hours	0
e. Number of MAINTENANCE MHAs that will be Terminated	0
f. Number of MAINTENANCE MHAs Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining MAINTENANCE MHAs	
NA	

Part Time Flexible (PTFs)

a. Current Number of MAINTENANCE PTFs on Rolls	0
b. Current Total Non-OverTime MAINTENANCE PTFs Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE PTFs Hours per Month	0
d. Number of MAINTENANCE PTFs that will have Reduced Hours	0
e. Will there be any MAINTENANCE PTFs Excessed from Craft or Installation	NO
If Yes how Many MAINTENANCE PTFs	0
f. Provide Narrative Explaining need for Excessing	
NA	

City Carrier Assistant (CCAs)

a. Current Number of MAINTENANCE CCAs on Rolls	0
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b. Current Total Non-OverTime MAINTENANCE CCA Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE CCA Hours per Month	0
d. Number of MAINTENANCE CCAs that will have Reduced Hours	0
e. Number of MAINTENANCE CCAs that will be Terminated	0
f. Number of MAINTENANCE CCAs Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining MAINTENANCE CCAs	
NA	

Postal Support Employees (PSE)

a. Current Number of MAINTENANCE PSE on Rolls	0
b. Current Total Non-OverTime MAINTENANCE PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE PSE Hours per Month	0
d. Number of MAINTENANCE PSE that will have Reduced Hours	0
e. Number of MAINTENANCE PSE that will be Terminated	0
f. Number of MAINTENANCE PSE Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining MAINTENANCE PSE	
NA	

WorkHour Impact Report

Part Time Regular (PTRs)

a. Current Number of MAINTENANCE PTRs on Rolls	0
b. Planned Number of MAINTENANCE PTR Positions after Impact	0
c. Estimated Number of MAINTENANCE PTR Attrition	0
d. Will there be any MAINTENANCE PTRs Excessed from Craft or Installation MAINTENANCE PTRs	NO 0
e. Provide Narrative Explaining need for Excessing NA	

Full Time Regular (FTRs)

a. Current Number of MAINTENANCE FTRs on Rolls	67
b. Planned Number of MAINTENANCE FTR Positions After Impact	61
c. Estimated Number of MAINTENANCE FTR Attrition	0
d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation If Yes how Many MAINTENANCE FTRs	YES 6
e. Provide Narrative Explaining need for Excessing No longer within authorized staffing package	

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-848
b. Planned Reduction in Total OT Hours per Month	-72
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in MHA Non-OT Hours per Month	0
e. Planned Reduction in PTF Non-OT Hours per Month	0
f. Planned Reduction in CCA Non-OT Hours per Month	0
g. Planned Reduction in PSE Non-OT Hours per Month	0
h. Total Planned Non-OT Hours per Month	7820
i. Total FTE Savings	-7



November 19, 2019

MEMORANDUM FOR: MANAGER
 WESTERN AREA HUMAN RESOURCES

THROUGH: MANAGER
 WESTERN AREA OPERATIONS SUPPORT

SUBJECT: Function 3B Adjustment – Tucson, AZ P&DC

The Arizona District has requested an adjustment to the maintenance complement of the Tucson PDC. The Function 3B complement, workload and staffing package of the Tucson PDC encompasses fifteen buildings (the PDC and fourteen stations/branches). Custodial staffing documents (PS-4852s) were submitted and reviewed by District maintenance personnel and discussed with Local and/or Area personnel in January 2019. eWHEP documents were submitted and previous validated data was used for any eWHEP sections not submitted. All submitted documentation was analyzed using the requirements of MS-47, MMO-102-18, MMO-110-09 and other appropriate criteria. A copy of this correspondence has been provided to and/or discussed with local or District maintenance management. Additional results and recommendations of our analysis are as follows:

1. Decrease the maintenance complement of the Tucson PDC by one (1) Electronic Technician, PS-10 position, from the current level of thirteen (13), to a new level of twelve (12) positions.
2. Increase the maintenance complement of the Tucson PDC by one (1) Maintenance Mechanic, MPE PS-09 positions, from the current level of eleven (11), to a new level of twelve (12) positions.
3. Decrease the maintenance complement of the Tucson PDC by two (2) Building Equipment Mechanic, PS-09 positions, from the current level of five (5), to a new level of three (3) positions. 2 additional positions will remain in the facility in accordance with the August 8, 2019 MS-1/TL6 MOU #2.A. until attrition occurs.
4. Decrease the maintenance complement of the Tucson PDC by three (3) Maintenance Mechanic, PS-07 positions, from the current level of seventeen (17), to a new level of fourteen (14) positions.
5. Decrease the maintenance complement of the Tucson PDC by one (1) Maintenance Support Clerk, PS-07 position from the current level of three (3), to a new level of two (2) positions.
6. Increase the maintenance complement of the Tucson PDC by one (1) Laborer/Custodial, FTR, and PS-04 position from the current level of twenty-three (23), to a new level of twenty-four (24) positions.

With concurrence from the Manager, Western Area Operations Support, we request that the Western Area Human Resources office, if needed, take any actions necessary to assist in the adjustment of the maintenance complement of this office as recommended.

Upon receipt of this correspondence, we request that the District Human Resources Manager ensure that the impacted job slots are updated and maintained properly in the HCES database and the actions necessary to adjust the maintenance complement of this office as recommended are taken. With appropriate approvals/concurrence the maximum authorized maintenance complement of this office is as follows:

Position Title	Level	Maximum Authorized Staffing
Manager, Maintenance	EAS-21	1
Manager, Maintenance Operations Support	EAS-19	1
Supervisor, Maintenance Operations	EAS-17	5
Electronic Technician	PS-10	12
Maintenance Mechanic, MPE	PS-09	12
Building Equipment Mechanic	PS-09	3
Maintenance Mechanic (LDC 36)	PS-07	14
Maintenance Support Clerk	PS-07	2
Custodial Group Leader	PS-05	1
Laborer/Custodial, FTR	PS-04	24
Laborer/Custodial, PTR	PS-04	1
Total Maintenance Complement		76

Based on the documentation submitted and/or file at the Western Area Maintenance Support Office, and the present authorized maintenance complement, the following Function 3B work hours are supported:

Validated Function 3B workhours from documentation submitted.

Section 2 Postal Equipment (LDC 36)	67,632 hours
Section 4 MS1/Building Equipment (LDC 37)	4,939 hours
Section 5 MS-47/PS-4852 (LDC 38)	45,506 hours
Section 6 Maintenance Operations Support (LDC 39)	3,600 hours
Maintenance Management (LDC 35)	14,000 hours

Total Function 3B supported	135,677 hours
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The limit for Function 3B work hours is that provided in support documentation submitted and validated. In no case will the work hours exceed those supported by maintenance criteria documentation.

If there are any questions concerning these recommendations or this request please contact Bill Gilbert at (303) 313-5975.



William P. Gilbert
Maintenance Manager

Attachments

cc: District Manager, Arizona District
Senior Plant Manager, Arizona District
Manager, Human Resources, Arizona District
Manager, Maintenance (Lead), Arizona District
Manager, Maintenance, Tucson PDC
Western Area Maintenance Operations

STANDARD & ADDITIONAL CRAFT POSITION - WORKHOUR ESTIMATOR

PACKAGE APPROVAL DATE

September 12, 2019

11/29/2019

TUCSON AZ PDC

eWHEP Version 1.0

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STANDARD CRAFT POSITION

Description	Auth. Comp	Estimated	Proposed	Difference	Authorized	Salary Est.	Prop. Sal. Est
Postal Support Employee	0	0.0	0.0	0.0	0		
Electronic Technician Level 10	13	10.8	12.0	-1.0	12	\$1,436,603.52	\$1,590,336.00
Mail Processing Equipment Mechanic Level 9	11	11.2	12.0	1.0	12	\$1,371,479.47	\$1,465,516.80
Area Maintenance Technician Level 9	0	0.0	0.0	0.0	0	\$0.00	\$0.00
Building Equipment Mechanic Level 9	5	2.8	3.0	-2.0	3	\$341,953.92	\$366,379.20
Area Maintenance Specialist Level 8	0	0.0	0.0	0.0	0	\$0.00	\$0.00
Maintenance Support Clerk Level 7	3	2.0	2.0	-1.0	2	\$213,840.00	\$213,840.00
Maintenance Mechanic Level 7	17	14.3	14.0	-3.0	14	\$1,524,679.20	\$1,496,680.00
Maintenance Mechanic Level 5/6	0	2.1	0.0	0.0	0	\$240,898.42	\$0.00
Group Leader Level 5	1	0.0	1.0	0.0	1	\$0.00	\$108,398.40
Building Maintenance Custodian Level 5	0	0.0	0.0	0.0	0	\$0.00	\$0.00
Custodian Level 4	24.26	0.0	24.9	0.6	24.86	\$0.00	\$2,308,877.47
Custodian Level 3	0	25.9	0.0	0.0	0	\$2,672,558.59	\$0.00
Standard Craft Position Total:	74.26	69.08	68.86	-5.4	68.86	\$7,802,013.12	\$7,550,227.87

ADDITIONAL CRAFT POSITION

Description	Auth. Comp	Estimated	Proposed	Difference	Authorized	Salary Est.	Prop. Sal. Est
-- NO DATA FOUND --							
Additional Craft Position Total:	0	0	0	0			
Grand Total:	74.26	69.08	68.86	-5.4		\$7,802,013.12	\$7,550,227.87

November 29, 2019

SITE SUMMARY - WORKHOUR ESTIMATE PROGRAM

PACKAGE APPROVAL DATE

eWHEP Version 1.0

September 12, 2019

TUCSON AZ PDC

Mail Processing	Total	MM5/MM6	MM-7	MPE-9	ET-10
Total WorkHours Requested	59,326.30	3,582.62	24,487.63	17,752.15	13,503.89
Total Staffing Hours	67,631.98	3,685.08	25,097.09	19,769.24	19,080.56
Total Years	38.43	2.09	14.26	11.23	10.84

MS-1	Total	MM5/MM6	MM-7	BEM-9
BLDG and BLDG Equip Hours (Main Office)	4,939.12	3.00	0.00	4,936.12
BLDG and BLDG Equip Years (Main Office)	2.81	0.00	0.00	2.80
BLDG and BLDG Equip Hours (Annexes)	0.00	0.00	0.00	0.00
BLDG and BLDG Equip Years (Annexes)	0.00	0.00	0.00	0.00

FMO	Total	MM5/MM6	MM-7	AMS-8	AMT-9
Field Maintenance (Hours)	0.00	0.00	0.00	0.00	0.00
Field Maintenance (Years)	0.00	0.00	0.00	0.00	0.00

MOS	Total	MSC-7
Maintenance Operations Support	2.00	2.00

MS-47	Total	CUST-3	CUST-4	BMC-5	GRPLDR-5	PSE
Cust Hours (Main Office)	27,009.52	27,009.52	0.00	0.00	0.00	0.00
Cust Years (Main Office)	15.35	15.35	0.00	0.00	0.00	0.00
Cust Hours (Sta/Branch)	18,496.75	18,496.75	0.00	0.00	0.00	0.00
Cust Years (Sta/Branch)	10.51	10.51	0.00	0.00	0.00	0.00

Arizona, United States, North America

