



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 Albuquerque, NM Post Office. In order to minimize the impact due to the planned excessing we are authorizing the withholding of two (2) residual vacancies at the same or lower level in surrounding installations within a 50-mile radius of the Albuquerque, NM Post Office. As information the two (2) affected Maintenance employees at the Albuquerque, NM Post Office hold the positions of one (1) Electronic Technician /Level 10/Occ. Code 08560020 and one (1) 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	ALBUQUERQUE 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	B	C	D	E	F	G
	Current Average Weekly Hrs	Planned Weekly Hrs	Weekly Hrs Savings	Monthly Savings	Annual Work Hours Savings	Annual FTE Savings	Current FTE Yearly Hr Rate
Total	2953	2742	-211	-844	-10972	-7	1612

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	355	12%	-18	0		337	12.3%

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	NO
MAINTENANCE PTRs	0
e. Provide Narrative Explaining need for Excessing	
NA	

Full Time Regular (FTRs)

a. Current Number of MAINTENANCE FTRs on Rolls	94
b. Planned Number of MAINTENANCE FTR Positions After Impact	88
c. Estimated Number of MAINTENANCE FTR Attrition	4
d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation	YES
If Yes how Many MAINTENANCE FTRs	2
e. Provide Narrative Explaining need for Excessing	
4 MMs may be transitioned to PHX FMO domiciled in ABQ.	

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-844
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	10968
i. Total FTE Savings	-7



December 9, 2019

MEMORANDUM FOR: MANAGER
 WESTERN AREA HUMAN RESOURCES

THROUGH: MANAGER
 WESTERN AREA OPERATIONS SUPPORT

SUBJECT: Function 3B Adjustment – Albuquerque, NM P&DC

The Arizona District has requested an adjustment to the maintenance complement of the Albuquerque P&DC. This submittal will not increase the authorized maintenance complement of this facility. The Function 3B complement, workload and staffing package of the Albuquerque P&DC encompasses twenty-six buildings (the PDC, ASF (Bluewater) and twenty-four stations/branches). Custodial staffing documents (PS-4852s) were submitted and reviewed by District maintenance personnel and discussed with Local and/or Area personnel in February 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 Albuquerque P&DC by one (1) Mail Processing Equipment Mechanic, PS-09 positions, from the current level of fifteen (15), to a new level of fourteen (14) positions.
2. Decrease the maintenance complement of the Albuquerque P&DC by two (2) Building Equipment Mechanic, PS-09 positions, from the current level of seven (7), to a new level of five (5) positions. . 1 additional position will remain in the installation in accordance with the August 2019 MS-1/TL6 MOU #2.A. until attrition occurs.
3. Decrease the maintenance complement of the Albuquerque P&DC by nine (9) Maintenance Mechanic, PS-07 position, from the current level of thirty-six (36) to a new level of twenty-seven (27) positions.
4. Decrease the maintenance complement of the Albuquerque P&DC by one (1) Maintenance Support Clerk, PS-07 position, from the current level of four (4) to a new level of three (3) 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.

Ensure the District Finance Department adjusts the 3B Budget accordingly.

With appropriate approvals/concurrence the maximum authorized maintenance complement of this office is as follows:

Position Title	Level	Maximum Authorized Staffing
Manager, Maintenance	EAS-22	1
Manager, Maintenance Operations	EAS-20	1
Manager, Maintenance Operations Support	EAS-19	1
Maintenance Engineering Specialist	EAS-19	1
Supervisor, Maintenance Operations	EAS-17	7
Electronic Technician	PS-10	17
Maintenance Mechanic, MPE	PS-09	14
Building Equipment Mechanic	PS-09	5
Maintenance Mechanic	PS-07	27
Maintenance Support Clerk	PS-07	3
Custodial Group Leader	PS-05	1
Laborer/Custodial, FTR	PS-04	36
Total Maintenance Complement		114

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)	102,172 hours
Section 4 MS1/Building Equipment (LDC 37)	7,986 hours
Section 5 MS-47/PS-4852 (LDC 38)	65,274 hours
Section 6 Maintenance Operations Support (LDC 39)	5,400 hours
Maintenance Management (LDC 35)	22,000 hours
Total Function 3B supported	202,832 hours

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, Finance, Arizona District
- Manager, Maintenance (Lead), Arizona District
- Western Area Maintenance Operations

**STANDARD & ADDITIONAL CRAFT POSITION -
WORKHOUR ESTIMATOR**

PACKAGE APPROVAL DATE

October 2, 2019

12/02/2019

ALBUQUERQUE NM 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	17	16.6	17.0	0.0	17	\$2,197,314.24	\$2,252,976.00
Mail Processing Equipment Mechanic Level 9	15	14.0	15.0	0.0	14	\$1,712,212.13	\$1,831,896.00
Area Maintenance Technician Level 9	0	0.0	0.0	0.0	0	\$0.00	\$0.00
Building Equipment Mechanic Level 9	7	4.5	5.0	-2.0	5	\$554,453.86	\$610,632.00
Area Maintenance Specialist Level 8	0	0.0	0.0	0.0	0	\$0.00	\$0.00
Maintenance Support Clerk Level 7	4	3.0	5.0	1.0	3	\$320,760.00	\$534,600.00
Maintenance Mechanic Level 7	36	26.9	36.0	0.0	27	\$2,876,148.00	\$3,849,120.00
Maintenance Mechanic Level 5/6	0	0.6	0.0	0.0	0	\$64,546.94	\$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	35.87	0.0	36.0	0.1	36.09	\$0.00	\$3,343,507.20
Custodian Level 3	0	37.1	0.0	0.0	0	\$3,833,147.65	\$0.00
Standard Craft Position Total:	115.87	102.69	115	-8.7	103.09	\$11,558,582.82	\$12,531,129.60

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:	115.87	102.69	115	-8.7		\$11,558,582.82	\$12,531,129.60

ALBUQUERQUE NM PDC

Mail Processing	Total	MM5/MM6	MM-7	MPE-9	ET-10
Total WorkHours Requested	89,624.43	840.34	46,400.65	21,636.13	20,747.32
Total Staffing Hours	102,171.84	977.36	47,339.12	24,683.36	29,172.01
Total Years	58.05	0.56	26.90	14.02	16.58

MS-1	Total	MM5/MM6	MM-7	BEM-9
BLDG and BLDG Equip Hours (Main Office)	4,904.20	0.00	0.00	4,904.20
BLDG and BLDG Equip Years (Main Office)	2.79	0.00	0.00	2.79
BLDG and BLDG Equip Hours (Annexes)	3,082.24	0.00	0.00	3,082.24
BLDG and BLDG Equip Years (Annexes)	1.75	0.00	0.00	1.75

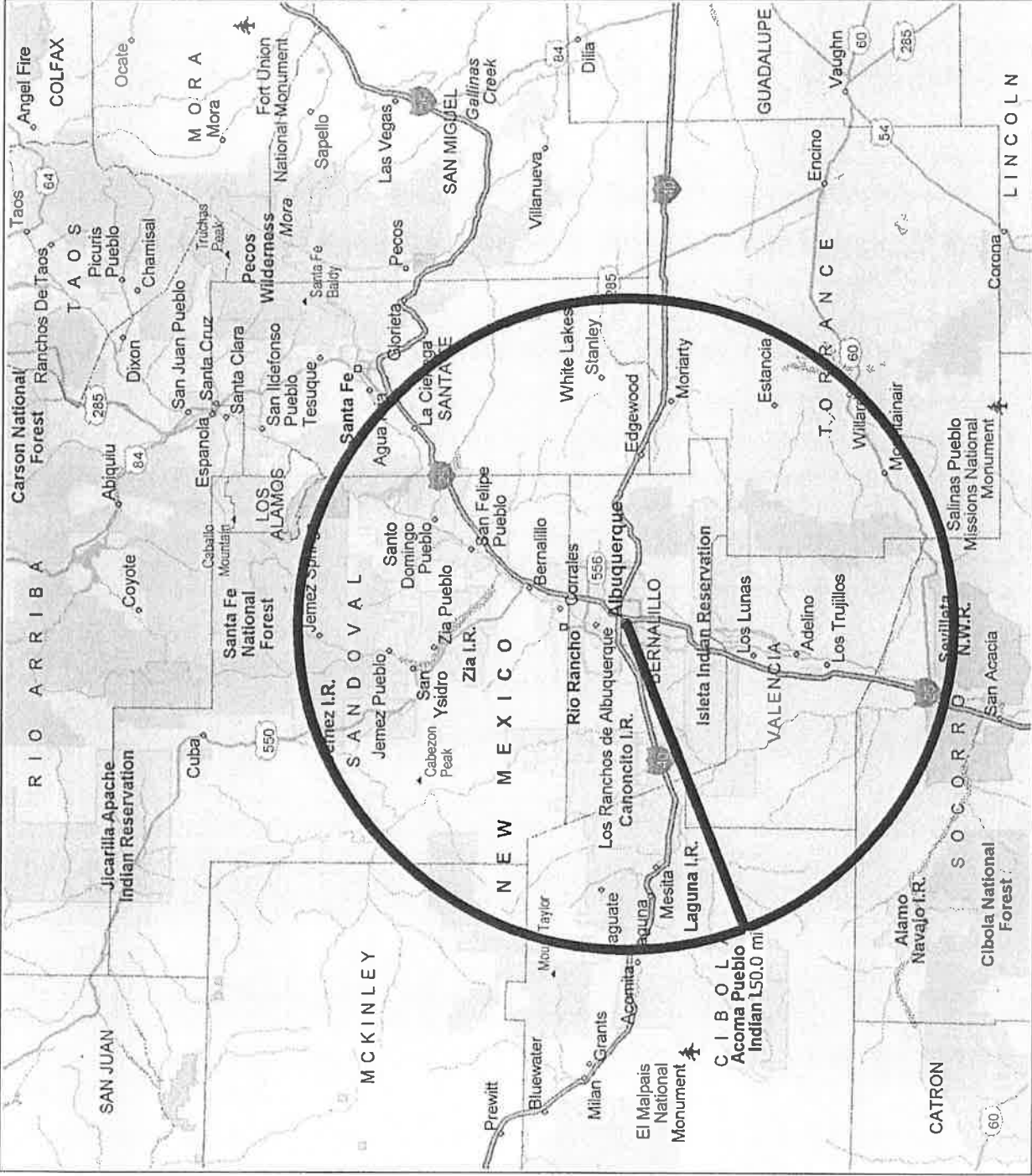
FMO	Total	MM5/MM6	MM-7	AMS-8	AMT-9
Field Maintenance (Hours)	0.00	0.00	0.00	0.00	0.00
Field Maintenance (Years)	0.00	0.00	0.00	0.00	0.00

MOS	Total	MSC-7
Maintenance Operations Support	3.00	3.00

MS-47	Total	CUST-3	CUST-4	BMC-5	GRPLDR-5	PSE
Cust Hours (Main Office)	26,075.56	26,075.56	0.00	0.00	0.00	0.00
Cust Years (Main Office)	14.82	14.82	0.00	0.00	0.00	0.00
Cust Hours (Sta/Branch)	39,198.13	39,198.13	0.00	0.00	0.00	0.00
Cust Years (Sta/Branch)	22.27	22.27	0.00	0.00	0.00	0.00

340144	ALBUQUERQUE NM F&DC	COOPRILL	KEVIN	R	4402282	70444174	MAINTENANCE MECHANIC	7	16138	36	3	9/7/2016	1Y
340145	ALBUQUERQUE NM F&DC	PALOMERA SANDOZ	JORGE	A	4605961	70435815	MAINTENANCE MECHANIC	7	16138	36	2	2/17/2017	1H
340146	ALBUQUERQUE NM F&DC	SANDERS	NICHOLAS	A	4529448	70441721	MAINTENANCE MECHANIC	7	16138	36	2	4/15/2017	3H
340147	ALBUQUERQUE NM F&DC	HOLLIMAN	ROGER	A	4603335	71857334	MAINTENANCE MECHANIC	7	16138	36	2	6/7/2015	1Y
340148	ALBUQUERQUE NM ASF	GARRETT	RICHARD	L	4823327	71957232	MAINTENANCE MECHANIC	8	16138	36	1	8/17/2020	1Y
340149	ALBUQUERQUE NM F&DC	TRICELL	BRYAN	L	3066032	71546474	MAINTENANCE MECHANIC MPE	8	16138	36	3	10/27/1998	1Y
340150	ALBUQUERQUE NM ASF	HOLLIE	MICHAEL	A	3165990	66633507	MAINTENANCE MECHANIC MPE	9	16138	36	2	1/30/1999	1H
340151	ALBUQUERQUE NM ASF	HIGHHIGH	ROBIN	D	3243461	70641818	MAINTENANCE MECHANIC MPE	9	16138	36	1	11/7/2000	1Y
340152	ALBUQUERQUE NM F&DC	FORNASEL	GERALD	R	3124466	65521458	MAINTENANCE MECHANIC MPE	9	16138	36	3	8/6/2005	2H
340153	ALBUQUERQUE NM F&DC	HUPST	SPERRY	M	1572843	56069455	MAINTENANCE MECHANIC MPE	9	16138	36	3	11/21/2007	1H
340154	ALBUQUERQUE NM ASF	JAMES	DAVID	N	2002784	55816684	MAINTENANCE MECHANIC MPE	9	16138	36	2	1/27/2006	1Y
340155	ALBUQUERQUE NM ASF	BRITO	CIRIANO	N	2460194	55741379	MAINTENANCE MECHANIC MPE	9	16138	36	2	1/27/2006	1Y
340156	ALBUQUERQUE NM F&DC	FLORES	ALBERTO	N	3349756	55655816	MAINTENANCE MECHANIC MPE	9	16138	36	2	1/27/2006	2H
340157	ALBUQUERQUE NM F&DC	SANCHEZ	VINCENT	C	3676154	55677592	MAINTENANCE MECHANIC MPE	9	16138	36	1	7/27/2007	4H
340158	ALBUQUERQUE NM F&DC	HERRERA	BENJAMIN	F	3113132	55181529	MAINTENANCE MECHANIC MPE	9	16138	36	1	7/27/2007	8Y
340159	ALBUQUERQUE NM ASF	CALDWELL	STEPHEN	C	3273145	57205241	MAINTENANCE MECHANIC MPE	9	16138	36	1	8/1/2007	1Y
340160	ALBUQUERQUE NM ASF	CHAVEZ	CHRISTOPHER	P	2963301	55509274	MAINTENANCE MECHANIC MPE	9	16138	36	2	8/6/2007	2H
340161	ALBUQUERQUE NM F&DC	MERCURIE	BELINDA	K	2670780	71237764	MAINTENANCE MECHANIC MPE	8	16138	36	1	4/3/2008	1H
340162	ALBUQUERQUE NM F&DC	GUTMAN	SHECON	K	4496730	55319800	MAINTENANCE MECHANIC MPE	8	16138	36	2	7/27/2017	2Y
340163	ALBUQUERQUE NM F&DC	RODRIGUEZ	NORMA	K	3572943	55310537	MAINTENANCE MECHANIC MPE	7	169738	35	2	10/20/2004	1Y
340164	ALBUQUERQUE NM F&DC	PENA DE URRICH	GLORIA	D	3660712	55314791	MAINTENANCE SUPPORT CLERK	7	169738	35	2	4/29/2006	3H
340165	ALBUQUERQUE NM F&DC	HOWELL	CHARLES	D	4190007	91817746	MAINTENANCE SUPPORT CLERK	7	169738	35	3	9/27/2016	1H
340166	ALBUQUERQUE NM F&DC	HATHAMIEL	CHARMAINE	D	4521109	55809356	MAINTENANCE SUPPORT CLERK	7	169738	35	1	4/15/2012	2Y

New Mexico, United States, North America



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