

MANAGER, LABOR RELATIONS  
WESTERN AREA



To: ( ) Pacific Area Local(s)  
( ) Western Area Local(s)  
( ) So. West Area Local(s)

April 8, 2010

Omar M. Gonzalez  
Western Regional Coordinator  
APWU, AFL-CIO  
500 Airport Blvd., Suite 450  
Burlingame, CA 94010-1940

- Withholding Info
- Staffing Issue(s)
- Status Update
- Grievance Administration
- Please review, take action and reduce issues to writing
- Comments

Omar M. Gonzalez, Coordinator

RE: Notice of Impacts in Colorado/Wyoming District

Dear Mr. Gonzalez:

Based on workload reductions at the Boulder, CO Post Office, there is insufficient work for twelve (12) full-time regular employees. In order to minimize impact due to the planned excessing we are authorizing withholding of twelve (12) residual vacancies at the same or lower level (1 Level 7 and 11 Level 6) in all crafts in the affected installation and at the same or lower level in surrounding installations within a 100-mile radius of the Boulder, CO Post Office.

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

Sincerely,

Scott Sutton for  
Valerie E. Martin  
Manager, Human Resources  
Western Area

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

cc: Manager, Labor Relations, Western Area  
Manager, In-Plant Support, Western Area  
Manager, Delivery Programs Support, Western Area  
District Manager, CO/WY  
Manager, Human Resources, CO/WY  
Manager, Labor Relations, CO/WY  
NPMHU Western Regional Director (Denver)  
NALC NBA Region 4

## WorkHour Impact Report

Impacted Bid Cluster	BOULDER POST OFFICE
Installation Address	
Area Name	WESTERN
Impact Type	Reduction Other Than by Attrition
Date of Impact	06/05/2010
Period (Dates) of Review Performed	03/28/2009 thru 03/26/2010
Report Prepared By	Kathleen Jackson
Report Prepared Date	04/05/2010
Reviewed By	Selwyn Epperson
Phone	(303) 853-6160

# WorkHour Impact Report

Craft = CLERK

	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	2362	1962	-400	-1600	-20800	-13	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	73	3.1%	-16	0		57	2.9%

## WorkHour Impact Report

### Casuals

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

### Part Time Flexible (PTFs)

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

### Transitional Employees (TEs)

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

## WorkHour Impact Report

### Part Time Regular (PTRs)

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

### Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	73
b. Planned Number of CLERK FTR Positions After Impact	61
c. Estimated Number of CLERK FTR Attrition	0
d. Will there be any CLERK FTRs Excessed from Craft or Installation	YES
If Yes how Many CLERK FTRs	12
e. Provide Narrative Explaining need for Excessing	

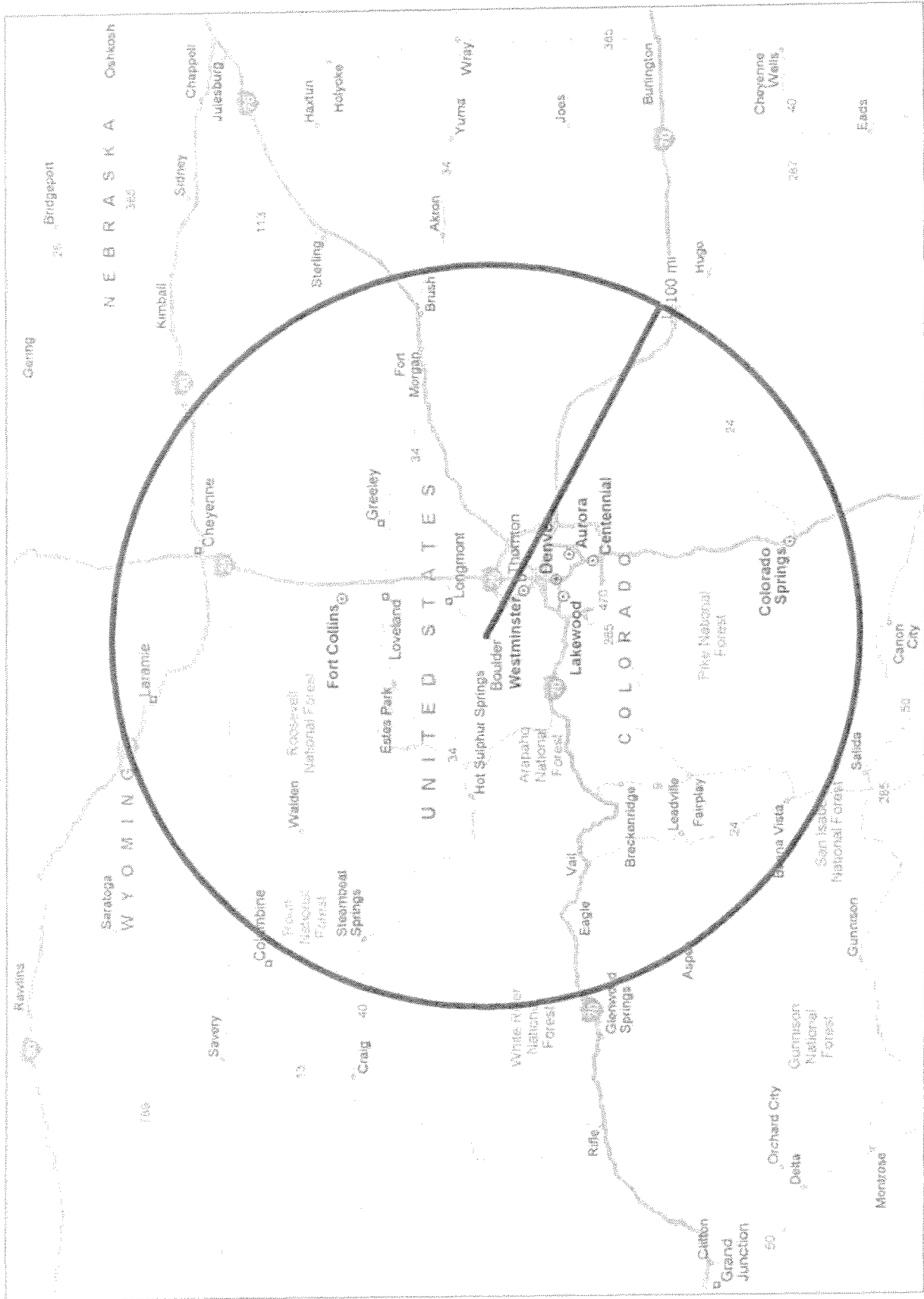
The consolidation of Flatirons into Valmont, Kable Corporation closing, realignment of all bid jobs and the CSV data indicate an impact reduction of twelve (12) full time regular clerks; one level PS07 and eleven level PS06

## WorkHour Impact Report-CLERK

### **Preliminary Summary**

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-1600
b. Planned Reduction in Total OT Hours per Month	-64
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	7848
f. Total FTE Savings	-13

# Colorado, United States, North America



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THE CSV COMPLEMENT MODEL SHOULD NOT BE THE SOLE SOURCE OF PERMANENT STAFFING DECISIONS.					
CUSTOMER SERVICE VARIANCE - CLERK/MAILHANDLER COMPLEMENT					
Delivery Days: 302	BOULDER PO - BLD-FLATIRONS ANX 070884			DATE 04/02/2010	
<b>Leave Replacement Calculation</b>					
Leave Type	Hrs Per Day	Leave %	Formula	Employees Earned	
Annual Leave	44	14.00%	(CSV Avg Daily Hours x 14.00% x (5 day wk/40 hr WHwk)=	0.93	Clerk/MH(s)
Sick Leave	44	3.50%	(CSV Avg Daily Hours x 3.50% x (5 day wk/40 hr WHwk)=	0.23	Clerk/MH(s)
LWOP	44	1.00%	(CSV Avg Daily Hours x 1.00% x (5 day wk/40 hr WHwk)=	0.07	Clerk/MH(s)
(Subtract Overtime)	44	8.00%	(CSV Avg Daily Hours x 8.00% x (5 day wk/40 hr WHwk)=	0.53	Clerk/MH(s)
Net Total		10.50%	Leave/OT Replacement Needs >>>>	0.69	Clerk/MH(s)
			Replacement for Replacement >>>>	0.07	Clerk/MH(s)
			Total Leave Replacement >>>>	0.77	Clerk/MH(s)
Man Year (0 < 100, 1 100-199, 2 => 200)		2		Current Ratio FT/PT	100% 0%
				Target Ratio FT/PT	100% 0%
<b>Current on Rolls</b>			<b>Earned Complement</b>		
Full Time Clerk	4		Full Time Clerk	7	
Part Time Flexible Clerk	0		Part Time Flexible Clerk	0	
Part Time Regular Clerk	0		Part Time Regular Clerk	0	
Full Time Mailhandler	0		Full Time Mailhandler	0	
Part Time Flexible Mailhandler	0		Part Time Flexible Mailhandler	0	
Part Time Regular Mailhandler	0		Part Time Regular Mailhandler	0	
Total F4 on Rolls	4		Total F4 Earned	7	
<b>Current Actual</b>	<b>Daily Hrs</b>	<b>Employees</b>	<b>Target</b>	<b>Daily Hrs</b>	<b>Employees</b>
LDC 41 Clerk/MH(s)	0.00	0.00	LDC 41 Clerk/MH(s)	0.00	0.00
LDC 42 Clerk/MH(s)	0.00	0.00	LDC 42 Clerk/MH(s)	0.00	0.00
LDC 43 Clerk/MH(s)	35.56	5.37	LDC 43 Clerk/MH(s)	21.61	3.26
LDC 44 Clerk/MH(s)	0.00	0.00	LDC 44 Clerk/MH(s)	0.00	0.00
LDC 45 Clerk/MH(s)	0.30	0.04	LDC 45 Clerk/MH(s)	0.00	0.00
LDC 48 Clerk/MH(s)	14.83	2.24	LDC 48 Clerk/MH(s)	22.19	3.35
Total Actual Daily Hrs	50.69	7.65	Total Earned Daily Hrs	43.80	6.61
Daily Hours Actual	50.69		Daily Hours Earned	43.80	
Current Complement	4		Target Complement	7.38	
FTEE Current	3827		FTEE Target	1792	
Projected Annual Hrs Actual	15,307		Projected Annual Hrs Earned	13,227	
On Duty Required Totals	6.61		Full Time Equiv Employee (Hrs per)	1792	
Leave Replacement Totals	0.77		Variance FTEE	- 3.38	
Complement Total	7.38		Complement % Achieved	175.00%	

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CUSTOMER SERVICE VARIANCE - CLERK/MAILHANDLER COMPLEMENT					
Delivery Days: 302		BOULDER PO - BLD-HIMAR STA 070885			DATE: 04/02/2010
<b>Leave Replacement Calculation</b>					
Leave Type	Hrs Per Day	Leave %	Formula	Employees Earned	
Annual Leave	30	14.00%	(CSV Avg Daily Hours x 14.00%x(6 day wk/40 hr WHwk)=	0.64	Clerk/MH(s)
Sick Leave	30	3.50%	(CSV Avg Daily Hours x 3.50%x(6 day wk/40 hr WHwk)=	0.16	Clerk/MH(s)
LWOP	30	1.00%	(CSV Avg Daily Hours x 1.00%x(6 day wk/40 hr WHwk)=	0.05	Clerk/MH(s)
(Subtract Overtime)	30	8.00%	(CSV Avg Daily Hours x 8.00%x(6 day wk/40 hr WHwk)=	0.37	Clerk/MH(s)
Net Total		10.50%	Leave/OT Replacement Needs >>>>	0.48	Clerk/MH(s)
			Replacement for Reipacement >>>>	0.05	Clerk/MH(s)
			Total Leave Replacement >>>>	0.53	Clerk/MH(s)
Man Year (0 < 100, 1 100-199, 2 => 200)		2	Current Ratio FT/PT	100%	0%
			Target Ratio FT/PT	100%	0%
<b>Current on Rolls</b>			<b>Earned Complement</b>		
Full Time Clerk	8		Full Time Clerk	5	
Part Time Flexible Clerk	0		Part Time Flexible Clerk	0	
Part Time Regular Clerk	0		Part Time Regular Clerk	0	
Full Time Mailhandler	0		Full Time Mailhandler	0	
Part Time Flexible Mailhandler	0		Part Time Flexible Mailhandler	0	
Part Time Regular Mailhandler	0		Part Time Regular Mailhandler	0	
Total F4 on Rolls	8		Total F4 Earned	5	
Current Actual	Daily Hrs	Employees	Target	Daily Hrs	Employees
LDC 41 Clerk/MH(s)	0.00	0.00	LDC 41 Clerk/MH(s)	0.00	0.00
LDC 42 Clerk/MH(s)	0.03	0.01	LDC 42 Clerk/MH(s)	0.03	0.00
LDC 43 Clerk/MH(s)	11.38	1.72	LDC 43 Clerk/MH(s)	6.64	1.00
LDC 44 Clerk/MH(s)	2.55	0.38	LDC 44 Clerk/MH(s)	0.85	0.13
LDC 45 Clerk/MH(s)	29.02	4.38	LDC 45 Clerk/MH(s)	14.42	2.18
LDC 48 Clerk/MH(s)	6.95	1.05	LDC 48 Clerk/MH(s)	8.42	1.27
Total Actual Daily Hrs	49.94	7.54	Total Earned Daily Hrs	30.35	4.58
Daily Hours Actual	49.94		Daily Hours Earned	30.35	
Current Complement	8		Target Complement	5.12	
FTEE Current	1885		FTEE Target	1792	
Projected Annual Hrs Actual	15,081		Projected Annual Hrs Earned	9,167	
On Duty Required Totals	4.58		Full Time Equiv Employee (Hrs per)	1792	
Leave Replacement Totals	0.53		Variance FTEE	2.88	
Complement Total	5.12		Complement % Achieved	62.50%	

THE CSV COMPLEMENT MODEL SHOULD NOT BE THE SOLE SOURCE OF PERMANENT STAFFING DECISIONS.

**CUSTOMER SERVICE VARIANCE - CLERK/MAILHANDLER COMPLEMENT**

Delivery Days: 302

BOULDER PO - BLD-MAIN OFFICE STA 070886

DATE :04/02/2010

**Leave Replacement Calculation**

Leave Type	Hrs Per Day	Leave %	Formula	Employees Earned	
Annual Leave	65	14.00%	(CSV Avg Daily Hours x 14.00%x(6 day wk/40 hr Wt-wk)=	1.37	Clerk/MH(s)
Sick Leave	65	3.50%	(CSV Avg Daily Hours x 3.50%x(6 day wk/40 hr Wt-wk)=	0.34	Clerk/MH(s)
LWOP	65	1.00%	(CSV Avg Daily Hours x 1.00%x(6 day wk/40 hr Wt-wk)=	0.10	Clerk/MH(s)
(Subtract Overtime)	65	8.00%	(CSV Avg Daily Hours x 8.00%x(6 day wk/40 hr Wt-wk)=	0.78	Clerk/MH(s)
Net Total		10.50%	Leave/OT Replacement Needs >>>>	1.03	Clerk/MH(s)
			Replacement for Replacement >>>>	0.11	Clerk/MH(s)
			Total Leave Replacement >>>>	1.14	Clerk/MH(s)

Man Year (0 < 100, 1 100-199, 2 => 200)		2	Current Ratio FT/PT	100%	0%
			Target Ratio FT/PT	100%	0%
Current on Rolls			Earned Complement		
Full Time Clerk		15	Full Time Clerk		11
Part Time Flexible Clerk		0	Part Time Flexible Clerk		0
Part Time Regular Clerk		0	Part Time Regular Clerk		0
Full Time Mailhandler		0	Full Time Mailhandler		0
Part Time Flexible Mailhandler		0	Part Time Flexible Mailhandler		0
Part Time Regular Mailhandler		0	Part Time Regular Mailhandler		0
Total F4 on Rolls		15	Total F4 Earned		11
Current Actual	Daily Hrs	Employees	Target	Daily Hrs	Employees
LDC 41 Clerk/MH(s)	0.00	0.00	LDC 41 Clerk/MH(s)	0.00	0.00
LDC 42 Clerk/MH(s)	0.72	0.11	LDC 42 Clerk/MH(s)	0.71	0.11
LDC 43 Clerk/MH(s)	20.17	3.05	LDC 43 Clerk/MH(s)	13.71	2.07
LDC 44 Clerk/MH(s)	8.05	1.22	LDC 44 Clerk/MH(s)	7.66	1.16
LDC 45 Clerk/MH(s)	42.91	6.48	LDC 45 Clerk/MH(s)	27.65	4.17
LDC 48 Clerk/MH(s)	31.42	4.74	LDC 48 Clerk/MH(s)	15.11	2.28
Total Actual Daily Hrs	103.26	15.59	Total Earned Daily Hrs	64.84	9.79
Daily Hours Actual		103.26	Daily Hours Earned		64.84
Current Complement		15	Target Complement		10.93
FTEE Current		2079	FTEE Target		1792
Projected Annual Hrs Actual		31,184	Projected Annual Hrs Earned		19,581
On Duty Required Totals		9.79	Full Time Equiv Employee (Hrs per)		1792
Leave Replacement Totals		1.14	Variance FTEE		4.07
Complement Total		10.93	Complement % Achieved		73.33%

THE CSV COMPLEMENT MODEL SHOULD NOT BE THE SOLE SOURCE OF PERMANENT STAFFING DECISIONS.					
CUSTOMER SERVICE VARIANCE - CLERK/MAILHANDLER COMPLEMENT					
Delivery Days: 302		BOULDER PO - BLD-VALMONT STA 070883			DATE 04/02/2010
<b>Leave Replacement Calculation</b>					
Leave Type	Hrs Per Day	Leave %	Formula	Employees Earned	
Annual Leave	128	14.00%	(CSV Avg Daily Hours x 14.00%x(6 day wk/40 hr WHwk)=	2.71	Clerk/MH(s)
Sick Leave	128	3.50%	(CSV Avg Daily Hours x 3.50%x(6 day wk/40 hr WHwk)=	0.68	Clerk/MH(s)
LWOP	128	1.00%	(CSV Avg Daily Hours x 1.00%x(6 day wk/40 hr WHwk)=	0.19	Clerk/MH(s)
(Subtract Overtime)	128	8.00%	(CSV Avg Daily Hours x 8.00%x(6 day wk/40 hr WHwk)=	1.55	Clerk/MH(s)
Net Total		10.50%	<b>Leave/OT Replacement Needs &gt;&gt;&gt;&gt;</b>	2.03	Clerk/MH(s)
			<b>Replacement for Replacement &gt;&gt;&gt;&gt;</b>	0.21	Clerk/MH(s)
			<b>Total Leave Replacement &gt;&gt;&gt;&gt;</b>	2.24	Clerk/MH(s)
Man Year (0 < 100, 1 100-199, 2 => 200)		2		Current Ratio FT/PT	100% 0%
				Target Ratio FT/PT	100% 0%
<b>Current on Rolls</b>			<b>Earned Complement</b>		
Full Time Clerk	41		Full Time Clerk	22	
Part Time Flexible Clerk	0		Part Time Flexible Clerk	0	
Part Time Regular Clerk	0		Part Time Regular Clerk	0	
Full Time Mailhandler	0		Full Time Mailhandler	0	
Part Time Flexible Mailhandler	0		Part Time Flexible Mailhandler	0	
Part Time Regular Mailhandler	0		Part Time Regular Mailhandler	0	
<b>Total F4 on Rolls</b>	<b>41</b>		<b>Total F4 Earned</b>	<b>22</b>	
Current Actual	Daily Hrs	Employees	Target	Daily Hrs	Employees
LDC 41 Clerk/MH(s)	52.96	7.99	LDC 41 Clerk/MH(s)	26.26	3.96
LDC 42 Clerk/MH(s)	9.31	1.41	LDC 42 Clerk/MH(s)	8.88	1.34
LDC 43 Clerk/MH(s)	114.56	17.28	LDC 43 Clerk/MH(s)	35.96	5.43
LDC 44 Clerk/MH(s)	9.96	1.50	LDC 44 Clerk/MH(s)	3.30	0.50
LDC 45 Clerk/MH(s)	60.77	9.17	LDC 45 Clerk/MH(s)	34.38	5.19
LDC 48 Clerk/MH(s)	91.36	13.78	LDC 48 Clerk/MH(s)	19.30	2.91
<b>Total Actual Daily Hrs</b>	<b>338.92</b>	<b>51.13</b>	<b>Total Earned Daily Hrs</b>	<b>128.07</b>	<b>19.34</b>
Daily Hours Actual	338.92		Daily Hours Earned	128.07	
Current Complement	41		Target Complement	21.58	
FTEE Current	2496		FTEE Target	1792	
Projected Annual Hrs Actual	102,355		Projected Annual Hrs Earned	38,678	
On Duty Required Totals	19.34		Full Time Equiv Employee (Hrs per)	1792	
Leave Replacement Totals	2.24		Variance FTEE	19.42	
Complement Total	21.58		Complement % Achieved	53.66%	