

BEFORE THE  
POSTAL RATE COMMISSION  
WASHINGTON, D.C. 20268-0001

EVOLUTIONARY NETWORK DEVELOPMENT  
SERVICE CHANGES, 2006

Docket No. N2006-1

RESPONSE OF UNITED STATES POSTAL SERVICE WITNESS WILLIAMS  
TO POSTCOM INTERROGATORIES POSTCOM/USPS-T2-1 THROUGH 3  
(April 21, 2006)

The United States Postal Service hereby submits the response of witness Williams to the following interrogatory of the Association for Postal Commerce: POSTCOM/USPS-T2-1 through 3, filed on March 29, 2006. Each interrogatory is stated verbatim and is followed by the response.

Respectfully submitted,

UNITED STATES POSTAL SERVICE

By its attorneys:

Daniel J. Foucheaux  
Chief Counsel, Ratemaking

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RESPONSE OF UNITED STATES POSTAL SERVICE WITNESS WILLIAMS  
TO INTERROGATORY OF POSTCOM

**POSTCOM/USPS-T2-1.**

On p. 6 of your testimony, you indicate that the implementation of an Area Mail Processing (AMP) change may take up to six months to complete.

(a) Is there a process for developing, reviewing and approving an AMP implementation plan? (By implementation plan, we are referring to a plan that may address moving equipment, relocating staff, or rescheduling deliveries and shipments.)

(b) If the answer to (a) is affirmative, please describe a typical implementation plan, and identify the information included in such a plan.

(c) Please provide copies of each of the implementation plans prepared for the ten AMP implementations that were identified in Library Reference USPS-LR-N2006-1/5.

(d) How do the AMP implementation plans (if any) take into account peak mailing periods to avoid service interruptions and delays during these times?

(e) Does each AMP implementation plan (if any) ensure that service is being or will be provided consistent with the levels of service described in the related AMP proposal during the course of implementation? If so, please explain how. If not, please explain why not.

(f) Are mailers involved with the Postal Service in the process of implementation planning? If so, please describe how and when.

**RESPONSE:**

(a) Implementation plans are developed locally in consultation with the Area Office. Attached is a template that has been circulated for use in developing implementation plans.

(b)-(c) Implementation plans can vary in formality and detail. The best way to understand what such plans could typically include would be to examine one that is rich in detail and complexity. Accordingly, a copy of the

RESPONSE OF UNITED STATES POSTAL SERVICE WITNESS WILLIAMS  
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**RESPONSE TO POSTCOM/USPS-T2-1 (continued):**

implementation plan for the Marina AMP in Library Reference N2006-1/6 is attached. The information contained therein is self-explanatory.

- (d) AMP implementation plans consider peak mailing periods, along with many other variables, to avoid service interruptions and delays.
- (e) AMP consolidation decisions reflect service standard changes applicable to affected 3-digit ZIP Code pairs. The decisions do not address levels of service standard achievement. The goal of any AMP implementation plan is to minimize the degree to which transition from one set of long-standing operating procedures to a new set of operating procedures disrupts expectations created by applicable service standards.  
  
Careful planning by managers “on the ground” and the cooperation of affected employees and mailers are major factors in the success of any plan.
- (f) Implementation of an AMP consolidation generally involves the movement or redirection of mail, postal personnel and equipment. In developing implementation plans, local managers are expected to understand the potential impact of their plans on local mailers. Managers are expected to inform mailers of changes in bulk mail entry requirements, especially if those changes affect qualification for certain rates or service. However, mailers should not expect to be directly involved in implementation planning.



ID	ID	Task Name	Dur.	Planned St	2004	2005
37	37	5.3.5 Verify BMIEU layout	2 wks	NA	A S O N D J F M A M J J A S O N D J F M A M J J A S O N D J F M A M	0%
38	38	5.3.6 Verify VMF layout	2 wks	NA		0%
39	39	5.3.7 Review layout with CS management	1 wk	NA		0%
40	40	5.4 Develop other areas layout	2 wks	NA		0%
41	41	5.4.1 Develop medical unit requirements	2 wks	NA		0%
42	42	5.4.2 Develop detailed administrative office layouts	2 wks	NA		0%
43	43	5.4.3 Develop lunchroom layout	2 wks	NA		0%
44	44	5.4.4 Develop locker room layout	2 wks	NA		0%
45	45	5.4.5 Develop TACS equip/control room layout	2 wks	NA		0%
46	46	5.4.6 Develop QA equipment/computer room layout	2 wks	NA		0%
47	47	5.4.7 Develop shop/stockroom layouts	2 wks	NA		0%
48	48	5.5 Conduct comprehensive layout review	1 wk	NA		0%
49	49	5.6 Publish/distribute final layout	0.5 wks	NA		0%
50	50	5.7 Establish layout change procedures	0.5 wks	NA		0%
51	51	6 TIME AND ATTENDANCE CONTROL SYSTEM	10.5 wks	NA		0%
52	52	6.1 Determine TACS requirements	2 wks	NA		0%
53	53	6.1.1 Review TACS equip/control room layout	1 wk	NA		0%
54	54	6.1.2 Identify new/existing equipment	2 wks	NA		0%
55	55	6.1.3 Develop TACS move-in day contingency plans	2 wks	NA		0%
56	56	6.2 Acquire TACS equipment	6 wks	NA		0%
57	57	6.2.1 Acquire new equipment	6 wks	NA		0%
58	58	6.2.2 Order data lines	6 wks	NA		0%
59	59	6.3 Install/test system components	2 wks	NA		0%
60	60	6.3.1 Install/test cable/function boxes	2 wks	NA		0%
61	61	6.3.2 Install data lines	0.5 wks	NA		0%
62	62	6.3.3 Install/test new equipment	2 wks	NA		0%
63	63	6.3.4 Install/test new in-line scales	2 wks	NA		0%
64	64	6.4 Test full system	1 wk	NA		0%
65	65	6.4.1 Download employee master file	1 wk	NA		0%
66	66	6.4.2 Test data upload/download	1 wk	NA		0%
67	67	6.4.3 Test system response time	1 wk	NA		0%
68	68	7 SAFETY/ ENVIRONMENTAL PROGRAM	6 wks?	NA		0%
69	69	7.1 Review new Plant designs	0.5 wks	NA		0%
70	70	7.2 Address safety/environmental concerns/issues	3 wks	NA		0%
71	71	7.3 Environmental requirements (i.e. UBBM recycling)	4 wks	NA		0%
72	72	7.4 Identify/acquire safety equipment	0.5 wks	NA		0%

Project: PROCESSING & DISTRIBUTION CENTER - MASTER

Planned Milestone External Tasks

Critical Milestone Project Summary

Critical Progress Summary Rolled Up Split

Noncritical Planned Rolled Up Rolled Up Split

Noncritical Progress Rolled Up External Milestone













**MARINA AMP  
and  
LOS ANGELES PROCESSING and DISTRIBUTION CENTER  
CONSOLIDATION PLAN**

ID	Task Name	Current St	Current Fin	% Compl
1	1 Project Approval	Fri 10/1/04	Sat 1/15/05	100%
2	1.1 AMP Approval	Fri 10/1/04	Fri 10/1/04	100%
3	1.2 Notify Unions of AMP approval at HQ	Sat 1/15/05	Sat 1/15/05	100%
4	1.3 DAR Approval	Fri 10/1/04	Fri 10/1/04	100%
5				
6	2 PROJECT KICKOFF/PLAN	Mon 8/16/04	Tue 6/14/05	67%
7	2.1 Ensure Project Manager appointed	Mon 8/16/04	Mon 8/16/04	100%
8	2.2 Conduct activation kickoff	Wed 8/25/04	Wed 8/25/04	100%
9	2.3 Appoint key project resources	Tue 8/17/04	Thu 8/26/04	100%
10	2.3.1 Key resources at each plant or impacted facility	Tue 8/17/04	Tue 8/17/04	100%
11	2.3.2 Project organization matrix	Thu 8/26/04	Thu 8/26/04	100%
12	2.4 Conduct detailed training session	Thu 8/19/04	Thu 8/19/04	100%
13	2.5 Complete project plan with assigned tasks	Wed 12/1/04	Wed 12/1/04	100%
14	2.5.1 Locked Project Plan	Wed 12/1/04	Wed 12/1/04	100%
15	2.6 Area Resources	Wed 9/1/04	Tue 6/14/05	67%
16	2.6.1 Ken Lucas - Project Manager	Wed 9/1/04	Tue 6/7/05	88%
17	2.6.1.1 Turn key Equipment	Wed 9/1/04	Tue 6/7/05	100%
18	2.6.1.2 Phasing Plan	Wed 9/1/04	Fri 6/3/05	75%
19	2.6.2 AI Radzik - MS Project	Wed 9/1/04	Tue 6/14/05	100%
20	2.6.2.1 HQ liason	Wed 9/1/04	Tue 6/14/05	100%
21	2.6.2.2 Contractor liason	Wed 9/1/04	Tue 6/14/05	100%
22	2.6.3 Brad Fulton	Wed 9/1/04	Tue 6/7/05	54%
23	2.6.3.1 AFCS - LB, San Bernardino, Phoenix	Wed 9/1/04	Fri 6/3/05	67%
24	2.6.3.2 DPRC - Phoenix, LA	Wed 9/1/04	Fri 6/3/05	25%
25	2.6.3.3 DBCS - Phoenix, Tucson, Bay Cities CSBCS replaceme	Wed 9/1/04	Fri 6/3/05	25%
26	2.6.3.4 LMLM - Oakland	Wed 9/1/04	Tue 6/7/05	100%
27	2.6.4 Tracy Arthur/Malcolm Chun	Wed 9/1/04	Tue 6/7/05	92%
28	2.6.4.1 M.P. Equipment (Moves, Infrastructure, PM Schedule)	Wed 9/1/04	Fri 6/3/05	75%
29	2.6.4.2 MPI Wiring Test	Wed 9/1/04	Tue 6/7/05	100%
30	2.6.4.3 Maintenance Staffing	Wed 9/1/04	Tue 6/7/05	100%
31	2.6.5 Manny Botello/Linda Shumate	Wed 9/1/04	Tue 6/14/05	75%
32	2.6.5.1 Union coordination and responses	Wed 9/1/04	Tue 6/14/05	100%
33	2.6.5.2 Congressional responses	Wed 9/1/04	Tue 6/14/05	100%
34	2.6.5.3 Communications (Union/Empl)	Wed 9/1/04	Tue 6/14/05	100%
35	2.6.5.4 Worldway: Excessing employee schedules	Wed 9/1/04	Fri 6/3/05	50%
36	2.6.5.5 So. Cal withheld bid/jobs for Marina excessed emp.	Wed 9/1/04	Fri 6/3/05	50%
37	2.6.5.6 EAS staffing	Wed 9/1/04	Fri 6/3/05	50%
38	2.6.6 Juan Monterrosa	Wed 9/1/04	Mon 6/13/05	50%
39	2.6.6.1 Worldway staffing review	Wed 9/1/04	Mon 6/13/05	90%
40	2.6.6.2 Sort Plans: Tour 1, Tour 2, Tour 3	Wed 9/1/04	Fri 6/3/05	50%
41	2.6.6.3 Dispatch Instructions (Vince/Mike)	Wed 9/1/04	Fri 6/3/05	10%
42	2.6.6.4 Floor infrastructure:	Wed 9/1/04	Tue 6/7/05	50%
43	2.6.6.4.1 SDO Desks	Wed 9/1/04	Tue 6/7/05	100%
44	2.6.6.4.2 EBRs	Wed 9/1/04	Tue 6/7/05	100%
45	2.6.6.4.3 TACS Units	Wed 9/1/04	Tue 6/7/05	100%
46	2.6.6.4.4 Scales	Wed 9/1/04	Tue 6/7/05	100%
47	2.6.6.4.5 MODS	Wed 9/1/04	Fri 6/3/05	50%
48	2.6.6.4.6 EOR	Wed 9/1/04	Fri 6/3/05	10%
49	2.6.6.4.7 Label racks	Wed 9/1/04	Fri 6/3/05	10%
50	2.6.6.4.8 Placard racks	Wed 9/1/04	Fri 6/3/05	10%
51	2.6.6.4.9 Telephone directory @ SDO desks	Wed 9/1/04	Fri 6/3/05	10%

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CONSOLIDATION PLAN**

ID	Task Name	Current St	Current Fin	% Compl
52	2.6.6.4.10 Safety info @ SDO desks	Wed 9/1/04	Fri 6/3/05	10%
53	2.6.7 Vince Mahoney/Mike Elkins (Virgil Owens)	Wed 9/1/04	Fri 6/3/05	53%
54	2.6.7.1 Training	Wed 9/1/04	Fri 6/3/05	25%
55	2.6.7.2 Orientations	Wed 9/1/04	Fri 6/3/05	25%
56	2.6.7.3 Dispatch instructions (Juan)	Wed 9/1/04	Fri 6/3/05	50%
57	2.6.7.4 The schedules: MDO, SDO, EMP	Wed 9/1/04	Fri 6/3/05	25%
58	2.6.7.5 Shared equipment schedules	Wed 9/1/04	Fri 6/3/05	50%
59	2.6.7.6 Mail Flow + Processing	Wed 9/1/04	Fri 6/3/05	75%
60	2.6.7.7 Staging areas	Wed 9/1/04	Fri 6/3/05	75%
61	2.6.7.8 P.E.O. Routes	Wed 9/1/04	Fri 6/3/05	75%
62	2.6.7.9 Ideas on Phasing Plans	Wed 9/1/04	Fri 6/3/05	75%
63	2.6.8 Debbie Jordan	Wed 9/1/04	Mon 6/13/05	74%
64	2.6.8.1 Logistics notices: National/Area/Local (Phasing)	Wed 9/1/04	Mon 6/13/05	90%
65	2.6.8.2 Dock assignments & signage	Wed 9/1/04	Fri 6/3/05	50%
66	2.6.8.3 Arrival & dispatch schedules & pocket cards	Wed 9/1/04	Fri 6/3/05	50%
67	2.6.8.4 Registry & Accountables	Wed 9/1/04	Fri 6/3/05	75%
68	2.6.8.5 Collection VAP-Synchronize vs Waves	Wed 9/1/04	Tue 6/7/05	100%
69	2.6.8.6 Oversee/Coordinate CFS moves with RO+John	Wed 9/1/04	Fri 6/3/05	75%
70	2.6.9 Richard Ordonez/John Knowlton	Wed 9/1/04	Tue 6/14/05	75%
71	2.6.9.1 CFS 905 to Santa Ana	Wed 9/1/04	Tue 6/14/05	100%
72	2.6.9.2 CFS 902-904 to Santa Clarita	Wed 9/1/04	Fri 6/3/05	50%
73	2.6.10 Ben Yu	Wed 9/1/04	Tue 6/14/05	100%
74	2.6.10.1 INFO (Operations/AMP)	Wed 9/1/04	Tue 6/14/05	100%
75	2.6.10.2 Union Responses (Operational data gatherer)	Wed 9/1/04	Tue 6/14/05	100%
76	2.6.10.3 OSL	Wed 9/1/04	Tue 6/14/05	100%
77	2.6.10.4 Models: Dynamics, Complement	Wed 9/1/04	Tue 6/14/05	100%
78	2.6.11 Margaret Smith	Wed 9/1/04	Tue 6/14/05	61%
79	2.6.11.1 Staffing (Admin)	Wed 9/1/04	Fri 6/3/05	75%
80	2.6.11.2 Reporting - Finance number reassignments	Wed 9/1/04	Tue 6/14/05	100%
81	2.6.11.3 Office + Equipment (Admin/MDO/SDO)	Wed 9/1/04	Fri 6/3/05	25%
82	2.6.11.4 Marina employees entered into LA's system: HR, TAC	Wed 9/1/04	Fri 6/3/05	25%
83	2.6.11.5 Budget Adjustments	Wed 9/1/04	Tue 6/14/05	100%
84	2.6.11.6 EXFC Reassignments	Wed 9/1/04	Tue 6/7/05	100%
85	2.6.11.7 Close Marina reporting systems	Wed 9/1/04	Fri 6/3/05	0%
86				
87	3 RENOVATIONS AND OPERATIONAL CHANGES	Wed 9/1/04	Mon 7/11/05	76%
88	3.1 Los Angeles P&DC Renovation	Tue 2/1/05	Thu 5/26/05	91%
89	3.1.1 Sack City	Tue 2/1/05	Thu 5/26/05	91%
90	3.1.1.1 Construction Schedule	Tue 2/1/05	Thu 5/26/05	91%
91	3.1.1.1.1 Available for Construction	Tue 2/1/05	Tue 2/1/05	100%
92	3.1.1.1.2 Power Installation	Thu 2/3/05	Thu 3/31/05	100%
93	3.1.1.1.3 Data Conduit Drop Installation	Thu 2/3/05	Thu 3/31/05	100%
94	3.1.1.1.4 Compressed Air Installation	Fri 2/18/05	Wed 4/6/05	100%
95	3.1.1.1.5 Lighting Installation	Fri 2/18/05	Tue 5/10/05	100%
96	3.1.1.1.6 Ductwork Installation	Fri 2/18/05	Tue 5/10/05	100%
97	3.1.1.1.7 HVAC Procurement & Installation	Mon 2/28/05	Thu 5/26/05	100%
98	3.1.1.1.8 Misc Construction	Mon 2/28/05	Wed 5/25/05	75%
99	3.1.1.1.9 Beneficial Occupancy	Fri 4/22/05	Fri 4/29/05	100%
100	3.1.1.1.10 USPS Install Equipment	Fri 4/22/05	Thu 5/12/05	0%
101	3.1.2 LA Warehouse Renovations	Tue 2/1/05	Fri 5/20/05	91%
102	3.1.2.1 Construction Schedule	Tue 2/1/05	Fri 5/20/05	91%

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CONSOLIDATION PLAN**

ID	Task Name	Current St	Current Fin	% Compl
103	3.1.2.1.1 Available for Construction	Tue 2/1/05	Tue 2/1/05	100%
104	3.1.2.1.2 Power Installation	Mon 2/7/05	Wed 4/20/05	100%
105	3.1.2.1.3 Data Conduit Drop Installation	Mon 2/7/05	Wed 4/20/05	100%
106	3.1.2.1.4 Compressed Air Installation	Mon 2/7/05	Wed 4/20/05	100%
107	3.1.2.1.5 Lighting Installation	Mon 2/7/05	Wed 4/20/05	100%
108	3.1.2.1.6 Ductwork Installation	Mon 2/7/05	Wed 4/20/05	100%
109	3.1.2.1.7 HVAC Procurement & Installation	Mon 2/7/05	Wed 4/20/05	90%
110	3.1.2.1.8 Misc Construction	Mon 2/7/05	Fri 5/20/05	90%
111	3.1.2.1.9 Beneficial Occupancy	Fri 4/29/05	Fri 4/29/05	100%
112	3.1.2.1.10 USPS Install Equipment	Fri 4/22/05	Fri 5/20/05	0%
113	3.2 BMC Renovation	Thu 10/21/04	Thu 10/21/04	100%
114	3.3 Building 113 Renovations	Wed 9/15/04	Wed 9/15/04	100%
115	3.4 Long Beach Renovations	Tue 2/1/05	Tue 2/1/05	100%
116	3.5 Worldway AMC/ATO Renovations	Sat 1/15/05	Sat 1/15/05	100%
117	3.6 Marina P&DC Depostalization	Mon 5/23/05	Thu 6/30/05	0%
118	3.7 Remove existing Sack Sorter Machine (SSM)	Wed 9/8/04	Mon 11/1/04	100%
119	3.8 Relocate supplies from LA Warehouse to Bldg 113	Wed 9/1/04	Tue 9/28/04	100%
120	3.9 Expand LA Plant's battery Charging Room	Wed 12/15/04	Wed 5/18/05	50%
121	3.10 L A Plant Work Room Changes	Fri 10/1/04	Fri 2/11/05	100%
122	3.11 Workroom floor changes to LA P&DC	Tue 2/1/05	Mon 5/23/05	87%
123	3.11.1 Construction Schedule	Tue 2/1/05	Mon 5/23/05	87%
124	3.11.1.1 Available for Construction	Tue 2/1/05	Tue 2/1/05	100%
125	3.11.1.2 Power Installation	Mon 2/7/05	Wed 4/20/05	90%
126	3.11.1.3 Data Conduit Drop Installation	Mon 2/7/05	Wed 4/20/05	100%
127	3.11.1.4 Compressed Air Installation	Mon 2/7/05	Wed 4/20/05	100%
128	3.11.1.5 Misc Construction	Mon 2/7/05	Wed 4/20/05	90%
129	3.11.1.6 Beneficial Occupancy	Fri 4/29/05	Fri 4/29/05	100%
130	3.11.1.7 USPS Install Equipment	Sat 4/30/05	Mon 5/23/05	0%
131	3.12 Decentralization of Los Angeles manual operations	Fri 10/1/04	Mon 11/1/04	100%
132	3.13 Decentralization of Marina manual operations	Tue 2/8/05	Fri 4/29/05	75%
133	3.14 BMEU Operations	Tue 2/1/05	Mon 3/14/05	100%
134	3.15 Marina SES P. V. Panels	Wed 12/15/04	Mon 7/11/05	25%
135	3.16 Marina Credit Union	Tue 3/8/05	Wed 6/8/05	25%
136	3.17 Marina Antenna	Mon 5/2/05	Mon 6/20/05	25%
137				
138	<b>4 BUDGET/DAR TRACKING</b>	Mon 8/23/04	Wed 12/1/04	100%
139	4.1 Local Budget Resource -BMC	Wed 12/1/04	Wed 12/1/04	100%
140	4.2 Local Budget Resource -Marina	Wed 12/1/04	Wed 12/1/04	100%
141	4.3 Local Budget Resource -Long Beach	Wed 12/1/04	Wed 12/1/04	100%
142	4.4 Local Budget Resource -Worldway	Wed 12/1/04	Wed 12/1/04	100%
143	4.5 Local Budget Resource -Los Angeles	Wed 12/1/04	Wed 12/1/04	100%
144	<b>4.6 Develop budget tracking</b>	Mon 8/23/04	Tue 8/24/04	100%
145	4.6.1 Develop budget tracking methodology	Tue 8/24/04	Tue 8/24/04	100%
146	4.6.2 Tracking forms and procedures	Tue 8/24/04	Tue 8/24/04	100%
147	4.6.3 Establish status monitoring/reporting process	Mon 8/23/04	Mon 8/23/04	100%
148	4.6.4 Provide budget status report (ongoing)	Mon 8/23/04	Mon 8/23/04	100%
149				
150	<b>5 PROCUREMENT TRACKING</b>	Tue 8/31/04	Wed 12/1/04	100%
151	5.1 Local Procurement Resource -Marina	Wed 12/1/04	Wed 12/1/04	100%
152	5.2 Local Procurement Resource -Long Beach	Wed 12/1/04	Wed 12/1/04	100%
153	5.3 Local Procurement Resource -Worldway	Wed 12/1/04	Wed 12/1/04	100%

**MARINA AMP  
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CONSOLIDATION PLAN**

ID	Task Name	Current St	Current Fin	% Compl
154	5.4 Local Procurement Resource -Los Angeles	Tue 8/31/04	Tue 8/31/04	100%
155	5.5 Establish procurement approval and tracking process	Tue 8/31/04	Tue 8/31/04	100%
156	5.6 Submit Memo for file	Wed 12/1/04	Wed 12/1/04	100%
157	5.7 Establish status monitoring/reporting process	Wed 9/1/04	Wed 9/1/04	100%
158	5.8 Checklist of recipients.	Tue 9/28/04	Tue 9/28/04	100%
159				
160	<b>6 MOVE-IN DAY LAYOUT</b>	<b>Wed 8/11/04</b>	<b>Wed 5/11/05</b>	<b>100%</b>
161	6.1 Move in Day Layout -Marina	Thu 9/16/04	Thu 9/16/04	100%
162	6.1.1 Review OSL	Thu 9/16/04	Thu 9/16/04	100%
163	6.1.2 Determine non-fixed mechanization requirements	Thu 9/16/04	Thu 9/16/04	100%
164	6.1.3 Completed Ebuy/7381s	Thu 9/16/04	Thu 9/16/04	100%
165	6.1.4 Determine other workroom equipment/furniture requirements	Thu 9/16/04	Thu 9/16/04	100%
166	6.1.5 Develop detailed workroom floor layout	Thu 9/16/04	Thu 9/16/04	100%
167	6.1.6 Review layout with Plant Manager/supervisors	Thu 9/16/04	Thu 9/16/04	100%
168	6.1.7 Detailed workroom floor move-in day layout	Thu 9/16/04	Thu 9/16/04	100%
169	<b>6.2 Move in Day Layout -Long Beach</b>	<b>Wed 12/1/04</b>	<b>Wed 5/11/05</b>	<b>100%</b>
170	6.2.1 Review OSL	Wed 12/1/04	Wed 12/1/04	100%
171	6.2.2 Determine non-fixed mechanization requirements	Thu 12/16/04	Thu 12/16/04	100%
172	6.2.3 Completed Ebuy/7381s.	Wed 12/8/04	Wed 5/11/05	100%
173	6.2.4 Determine other workroom equipment/furniture requirements	Fri 12/10/04	Fri 12/10/04	100%
174	6.2.5 Completed Ebuy/7381s	Wed 12/8/04	Wed 5/11/05	100%
175	6.2.6 Develop detailed workroom floor layout	Wed 12/15/04	Wed 12/15/04	100%
176	6.2.7 Review layout with Plant Manager/supervisors	Tue 12/28/04	Tue 12/28/04	100%
177	6.2.8 Detailed workroom floor move-in day layout	Fri 12/31/04	Wed 5/11/05	100%
178	<b>6.3 Move in Day Layout -Worldway</b>	<b>Wed 12/8/04</b>	<b>Tue 12/28/04</b>	<b>100%</b>
179	6.3.1 Review OSL	Thu 12/16/04	Thu 12/16/04	100%
180	6.3.2 Determine non-fixed mechanization requirements	Wed 12/8/04	Wed 12/8/04	100%
181	6.3.3 Determine other workroom equipment/furniture requirements	Fri 12/10/04	Fri 12/10/04	100%
182	6.3.4 Develop detailed workroom floor layout	Wed 12/15/04	Wed 12/15/04	100%
183	6.3.5 Review layout with Plant Manager/supervisors	Tue 12/28/04	Tue 12/28/04	100%
184	<b>6.4 Move in Day Layout -Los Angeles</b>	<b>Wed 8/11/04</b>	<b>Fri 11/19/04</b>	<b>100%</b>
185	6.4.1 Review OSL	Wed 9/1/04	Wed 9/1/04	100%
186	6.4.2 Determine non-fixed mechanization requirements	Fri 10/1/04	Fri 10/1/04	100%
187	6.4.3 Completed Ebuy/7381s	Wed 9/15/04	Wed 9/15/04	100%
188	6.4.4 Determine other workroom equipment/furniture requirements	Tue 10/5/04	Tue 10/5/04	100%
189	6.4.5 Completed Ebuy/7381s for "other"	Thu 10/7/04	Thu 10/7/04	100%
190	6.4.6 Develop detailed workroom floor layout	Wed 8/11/04	Thu 11/11/04	100%
191	6.4.7 Review layout with Plant Manager/supervisors	Tue 11/16/04	Fri 11/19/04	100%
192	6.4.8 Detailed workroom floor move-in day layout	Thu 11/18/04	Thu 11/18/04	100%
193	<b>6.5 Move in Day Layout -Anaheim</b>	<b>Wed 12/8/04</b>	<b>Mon 12/13/04</b>	<b>100%</b>
194	6.5.1 Review OSL	Wed 12/8/04	Wed 12/8/04	100%
195	6.5.2 Determine non-fixed mechanization requirements	Mon 12/13/04	Mon 12/13/04	100%
196	6.5.3 Determine other workroom equipment/furniture requirements	Mon 12/13/04	Mon 12/13/04	100%
197	<b>6.6 Develop Customer Service areas detailed layout</b>	<b>Fri 10/15/04</b>	<b>Wed 12/15/04</b>	<b>100%</b>
198	6.6.1 Develop detailed workroom floor layout	Wed 12/15/04	Wed 12/15/04	100%
199	6.6.2 Review layout with Plant Manager/supervisors	Fri 10/15/04	Fri 10/15/04	100%
200	6.6.3 Verify Express Mail layout	Wed 10/20/04	Wed 10/20/04	100%
201	6.6.4 Detailed Express Mail area move-in day layout	Fri 10/15/04	Fri 10/15/04	100%
202	6.6.5 Verify CFS layout	Wed 10/20/04	Wed 10/20/04	100%
203	6.6.6 Submit detailed CFS area move-in day layout	Wed 10/20/04	Wed 10/20/04	100%
204	6.6.7 Verify BMEU layout	Fri 10/15/04	Fri 10/15/04	100%

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ID	Task Name	Current St	Current Fin	% Compl
205	6.6.8 Submit detailed BMEU move-in day layout	Wed 10/20/04	Wed 10/20/04	100%
206	6.6.9 Review layout with CS management	Thu 10/21/04	Thu 10/21/04	100%
207	<b>6.7 Develop other areas layout</b>	Wed 12/8/04	Thu 12/9/04	100%
208	6.7.1 Develop detailed administrative office layouts	Wed 12/8/04	Wed 12/8/04	100%
209	6.7.2 Submit detailed administrative area move-in day layout.	Thu 12/9/04	Thu 12/9/04	100%
210	6.8 Conduct comprehensive layout review	Mon 1/17/05	Mon 1/17/05	100%
211	6.9 Publish/distribute final layout	Thu 1/20/05	Thu 1/20/05	100%
212	6.10 Establish layout change procedures	Wed 10/13/04	Wed 10/13/04	100%
213	6.11 Submit Documentation of change control procedures	Wed 12/8/04	Wed 12/8/04	100%
214				
215	<b>7 T&amp;AMODS SYSTEM</b>	<b>Mon 10/11/04</b>	<b>Wed 5/11/05</b>	<b>81%</b>
216	7.1 Determine T&AMODS requirements	Mon 10/11/04	Fri 10/22/04	100%
217	7.1.1 Develop T&AMODS equipment layout/requirements	Mon 10/11/04	Mon 10/11/04	100%
218	7.1.2 Detailed T&AMODS equipment layout	Mon 10/11/04	Mon 10/11/04	100%
219	7.1.3 Identify new/existing equipment	Wed 10/13/04	Wed 10/13/04	100%
220	7.1.4 Submit Old/new equipment inventory list	Wed 10/13/04	Wed 10/13/04	100%
221	7.1.5 Develop T&AMODS move-in day contingency plans	Fri 10/15/04	Fri 10/15/04	100%
222	7.1.6 Submit written contingency plans	Fri 10/22/04	Fri 10/22/04	100%
223	<b>7.2 Acquire T&amp;AMODS equipment</b>	<b>Mon 10/11/04</b>	<b>Thu 3/10/05</b>	<b>97%</b>
224	7.2.1 Acquire new equipment	Mon 10/11/04	Mon 10/11/04	100%
225	7.2.2 Submit completed 7381s.	Mon 10/11/04	Mon 10/11/04	100%
226	7.2.3 Order data lines	Sat 10/30/04	Thu 11/25/04	100%
227	7.2.4 Submit completed PS Form 3037	Fri 1/28/05	Fri 1/28/05	100%
228	7.2.5 Install data lines	Fri 2/25/05	Thu 3/10/05	83%
229	<b>7.3 Install/test system components</b>	<b>Fri 3/11/05</b>	<b>Wed 4/20/05</b>	<b>97%</b>
230	7.3.1 Install/test cable/junction boxes	Thu 4/21/05	Fri 4/22/05	97%
231	7.3.2 Equipment test check-off	Thu 3/17/05	Thu 4/21/05	97%
232	7.3.3 Install/test new equipment	Fri 4/22/05	Fri 4/22/05	100%
233	7.3.4 Submit Checklist documenting completed installation and test	Thu 4/21/05	Mon 5/2/05	0%
234	7.3.5 Install/test new/relocated floor scales	Sat 5/7/05	Wed 5/11/05	0%
235	<b>7.4 Test full system</b>	<b>Thu 5/11/05</b>	<b>Tue 5/10/05</b>	<b>0%</b>
236	7.4.1 Download employee master file	Tue 5/10/05	Wed 5/11/05	0%
237	7.4.2 Submit Printout of successful download	Sat 5/7/05	Mon 5/9/05	0%
238	7.4.3 Test data upload/download	Mon 5/9/05	Tue 5/10/05	0%
239	7.4.4 Submit Checklist documenting successful uploads and downlo	Sat 5/7/05	Mon 5/9/05	0%
240	7.4.5 Test system response time	Mon 5/9/05	Tue 5/10/05	0%
241	7.4.6 Test scenario of each processing mode indicating acceptance			
242				
243	<b>8 OFFICE AUTOMATION</b>	<b>Fri 10/11/04</b>	<b>Fri 4/29/05</b>	<b>67%</b>
244	<b>8.1 Determine OA requirements</b>	<b>Fri 10/11/04</b>	<b>Thu 4/14/05</b>	<b>74%</b>
245	8.1.1 Develop OA equipment layout	Sat 1/15/05	Wed 4/13/05	50%
246	8.1.2 Detailed OA equipment layout, requirements list	Thu 4/14/05	Thu 4/14/05	50%
247	8.1.3 Identify new/existing equipment	Fri 10/11/04	Mon 10/4/04	100%
248	8.1.4 Old/new equipment inventory list.	Sat 12/4/04	Mon 12/6/04	100%
249	8.1.5 Develop OA contingency plans	Sat 1/15/05	Wed 4/6/05	100%
250	8.1.6 Submit written contingency plans.	Thu 4/7/05	Thu 4/7/05	100%
251	<b>8.2 Acquire/install OA equipment</b>	<b>Mon 3/21/05</b>	<b>Fri 4/29/05</b>	<b>50%</b>
252	8.2.1 Acquire new/relocated equipment	Wed 3/23/05	Mon 4/18/05	50%
253	8.2.2 Submit Completed Ebuy/7381s	Mon 3/21/05	Thu 4/14/05	50%
254	8.2.3 Install/test OA equipment	Mon 4/11/05	Wed 4/27/05	50%
255	8.2.4 Submit checklist documenting completed installation and testir	Fri 4/29/05	Fri 4/29/05	50%

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256				
257	<b>9 TELECOMMUNICATIONS SYSTEM</b>	Fri 11/19/04	Tue 5/17/05	99%
258	9.1 Determine telephone requirements	Wed 12/15/04	Wed 1/12/05	100%
259	9.1.1 Determine telephone layout/number of instruments	Wed 12/15/04	Wed 12/15/04	100%
260	9.1.2 Submit Detailed telephone layout	Tue 1/11/05	Tue 1/11/05	100%
261	9.1.3 Verify Inspection Service telephone requirements	Wed 1/12/05	Wed 1/12/05	100%
262	9.1.4 Submit Updated equipment checklist	Wed 1/12/05	Wed 1/12/05	100%
263	<b>9.2 Determine other TC requirements</b>	Fri 11/19/04	Sat 4/2/05	100%
264	9.2.1 FAX requirements	Wed 12/15/04	Wed 12/15/04	100%
265	9.2.2 Requirements suitable for Purchasing to take action	Sat 1/15/05	Sat 1/15/05	100%
266	9.2.3 Determine other system data line requirements	Fri 11/19/04	Wed 12/15/04	100%
267	9.2.4 Develop TC move-in day contingency plans	Tue 2/1/05	Tue 2/1/05	100%
268	9.2.5 Submit written contingency plans	Fri 2/11/05	Fri 2/11/05	100%
269	9.2.6 Determine Marina P&DC service cancellation dates	Sat 4/2/05	Sat 4/2/05	100%
270	<b>9.3 Acquire/install TC systems</b>	Mon 2/7/05	Tue 5/17/05	99%
271	9.3.1 Develop TC statement of work	Mon 2/7/05	Mon 3/14/05	100%
272	9.3.2 Bid/issue TC contract	Fri 4/8/05	Fri 4/15/05	100%
273	9.3.3 Install TC system	Mon 4/11/05	Wed 4/27/05	100%
274	9.3.4 Test system and lines	Thu 4/14/05	Tue 5/17/05	100%
275	9.3.5 Prepare in-house telephone directory	Mon 4/25/05	Mon 4/25/05	75%
276	9.3.6 Submit Final telephone number listing.	Mon 5/9/05	Wed 5/11/05	75%
277	9.3.7 Determine requirements/acquire walkie-talkies	Fri 2/18/05	Fri 3/11/05	100%
278				
279	<b>10 COMMUNICATION/ORIENTATION PLAN/MATERIALS</b>	Fri 1/21/05	Tue 5/10/05	50%
280	<b>10.1 Communication Plan -BMC</b>	Fri 1/21/05	Fri 1/21/05	100%
281	10.1.1 Initiate communication with personnel (ongoing)	Fri 1/21/05	Fri 1/21/05	100%
282	10.1.2 Initiate communication with public (ongoing)	Fri 1/21/05	Fri 1/21/05	100%
283	<b>10.2 Communication Plan -Worldway</b>	Fri 1/21/05	Fri 1/21/05	100%
284	10.2.1 Initiate communication with personnel (ongoing)	Fri 1/21/05	Fri 1/21/05	100%
285	10.2.2 Initiate communication with public (ongoing)	Fri 1/21/05	Fri 1/21/05	100%
286	<b>10.3 Communication Plan -Los Angeles</b>	Fri 1/21/05	Fri 1/21/05	100%
287	10.3.1 Initiate communication with personnel (ongoing)	Fri 1/21/05	Fri 1/21/05	100%
288	10.3.2 Initiate communication with public (ongoing)	Fri 1/21/05	Fri 1/21/05	100%
289	<b>10.4 Communication Plan -Marina</b>	Fri 1/21/05	Fri 1/21/05	100%
290	10.4.1 Initiate communication with personnel (ongoing)	Fri 1/21/05	Fri 1/21/05	100%
291	10.4.2 Initiate communication with public (ongoing)	Fri 1/21/05	Fri 1/21/05	100%
292	<b>10.5 Communication Plan -Long Beach</b>	Fri 1/21/05	Fri 1/21/05	100%
293	10.5.1 Initiate communication with personnel (ongoing)	Fri 1/21/05	Fri 1/21/05	100%
294	10.5.2 Initiate communication with public (ongoing)	Fri 1/21/05	Fri 1/21/05	100%
295	<b>10.6 Develop orientation plans</b>	Tue 2/15/05	Tue 5/10/05	69%
296	10.6.1 Develop craft orientation plan	Thu 4/14/05	Wed 4/27/05	20%
297	10.6.2 Submit Detailed craft orientation plan	Tue 5/10/05	Tue 5/10/05	20%
298	10.6.3 Develop supervisor orientation plan	Thu 4/14/05	Wed 4/27/05	20%
299	10.6.4 Submit Detailed supervisor orientation plan	Tue 5/10/05	Tue 5/10/05	20%
300	10.6.5 Develop administrative orientation plan	Thu 4/14/05	Wed 4/27/05	20%
301	10.6.6 Submit Detailed administrative orientation plan	Tue 5/10/05	Tue 5/10/05	20%
302	10.6.7 Develop transportation orientation plan	Thu 4/14/05	Wed 4/27/05	100%
303	10.6.8 Submit Detailed transportation orientation plan	Wed 4/27/05	Wed 4/27/05	100%
304	10.6.9 Develop other orientation/communication plan	Tue 2/15/05	Fri 4/8/05	20%
305	10.6.10 Submit Detailed other orientation plan	Fri 4/8/05	Fri 4/8/05	20%
306	10.7 Develop move-in orientation package	Tue 2/15/05	Fri 4/8/05	20%

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307	10.8 Select/instruct tour guides	Mon 4/11/05	Wed 4/20/05	0%
308	10.9 Dry run orientation	Sat 4/23/05		0%
309				
310	<b>11 SAFETY &amp; ENVIRONMENTAL PROGRAM</b>	Wed 9/1/04	Mon 5/2/05	100%
311	<b>11.1 Safety and Environmental -BMC</b>	Mon 1/3/05	Fri 4/15/05	100%
312	11.1.1 Review design	Fri 1/21/05	Fri 1/21/05	100%
313	11.1.2 Review move-in day layout	Mon 1/24/05	Mon 1/24/05	100%
314	11.1.3 Address safety/environmental concerns/issues	Thu 1/27/05	Thu 1/27/05	100%
315	11.1.4 Environmental requirements (i.e. UBBM recycling)	Fri 1/28/05	Fri 1/28/05	100%
316	11.1.5 Identify/acquire safety equipment	Mon 2/7/05	Mon 2/7/05	100%
317	11.1.6 Develop evacuation plans	Wed 2/16/05	Wed 2/16/05	100%
318	11.1.7 Develop evacuation drawings	Fri 2/18/05	Fri 2/18/05	100%
319	11.1.8 Develop safety training materials	Wed 2/23/05	Wed 2/23/05	100%
320	11.1.9 Conduct final safety inspection for renovated spaces	Fri 4/15/05	Fri 4/15/05	100%
321	11.1.10 Update and modify IEMP and COOP	Mon 1/3/05	Mon 1/3/05	100%
322	<b>11.2 Safety and Environmental -Marina</b>	Fri 1/21/05	Fri 4/15/05	100%
323	11.2.1 Review design	Fri 1/21/05	Fri 1/21/05	100%
324	11.2.2 Review move-in day layout	Mon 1/24/05	Mon 1/24/05	100%
325	11.2.3 Address safety/environmental concerns/issues	Thu 1/27/05	Thu 1/27/05	100%
326	11.2.4 Environmental requirements (i.e. UBBM recycling)	Fri 1/28/05	Fri 1/28/05	100%
327	11.2.5 Identify/acquire safety equipment	Mon 2/7/05	Mon 2/7/05	100%
328	11.2.6 Develop evacuation plans	Wed 2/16/05	Wed 2/16/05	100%
329	11.2.7 Develop evacuation drawings	Fri 2/18/05	Fri 2/25/05	100%
330	11.2.8 Develop safety training materials	Wed 2/23/05	Fri 3/4/05	100%
331	11.2.9 Conduct final safety inspection for renovated spaces	Fri 4/15/05	Fri 4/15/05	100%
332	11.2.10 Update and modify IEMP and COOP	Thu 2/3/05	Tue 4/12/05	100%
333	<b>11.3 Safety and Environmental -Long Beach</b>	Fri 1/21/05	Fri 4/15/05	100%
334	11.3.1 Review design	Fri 1/21/05	Fri 1/21/05	100%
335	11.3.2 Review move-in day layout	Mon 1/24/05	Mon 1/24/05	100%
336	11.3.3 Address safety/environmental concerns/issues	Thu 1/27/05	Thu 1/27/05	100%
337	11.3.4 Environmental requirements (i.e. UBBM recycling)	Fri 1/28/05	Fri 1/28/05	100%
338	11.3.5 Identify/acquire safety equipment	Mon 2/7/05	Mon 2/7/05	100%
339	11.3.6 Develop evacuation plans	Wed 2/16/05	Wed 2/16/05	100%
340	11.3.7 Develop evacuation drawings	Fri 2/25/05	Fri 2/25/05	100%
341	11.3.8 Develop safety training materials	Fri 3/4/05	Fri 3/4/05	100%
342	11.3.9 Conduct final safety inspection for renovated spaces	Fri 4/15/05	Fri 4/15/05	100%
343	11.3.10 Update and modify IEMP and COOP	Wed 3/2/05	Wed 3/2/05	100%
344	<b>11.4 Safety and Environmental -Worldway</b>	Mon 1/3/05	Fri 4/15/05	100%
345	11.4.1 Review design	Fri 1/21/05	Fri 1/21/05	100%
346	11.4.2 Review move-in day layout	Thu 1/20/05	Thu 1/20/05	100%
347	11.4.3 Address safety/environmental concerns/issues	Wed 1/26/05	Wed 1/26/05	100%
348	11.4.4 Environmental requirements (i.e. UBBM recycling)	Fri 1/21/05	Fri 1/28/05	100%
349	11.4.5 Identify/acquire safety equipment	Fri 1/28/05	Mon 2/7/05	100%
350	11.4.6 Develop evacuation plans	Mon 2/7/05	Wed 2/16/05	100%
351	11.4.7 Develop evacuation drawings	Fri 2/18/05	Fri 2/25/05	100%
352	11.4.8 Develop safety training materials	Wed 2/23/05	Fri 3/4/05	100%
353	11.4.9 Conduct final safety inspection for renovated spaces	Fri 4/15/05	Fri 4/15/05	100%
354	11.4.10 Update and modify IEMP and COOP	Mon 1/3/05	Wed 3/2/05	100%
355	<b>11.5 Safety and Environmental -Los Angeles</b>	Wed 9/1/04	Mon 5/2/05	100%
356	11.5.1 Review design	Wed 9/1/04	Wed 9/1/04	100%
357	11.5.2 Review move-in day layout	Fri 10/1/04	Fri 10/1/04	100%

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358	11.5.3 Address safety/environmental concerns/issues	Wed 10/6/04	Wed 10/6/04	100%
359	11.5.4 Environmental requirements (i.e. UBBM recycling)	Mon 10/25/04	Mon 10/25/04	100%
360	11.5.5 Identify/acquire safety equipment	Mon 11/22/04	Mon 11/22/04	100%
361	11.5.6 Develop evacuation plans	Tue 10/26/04	Tue 10/26/04	100%
362	11.5.7 Develop evacuation drawings	Tue 10/26/04	Tue 10/26/04	100%
363	11.5.8 Develop safety training materials	Mon 12/27/04	Mon 12/27/04	100%
364	11.5.9 Conduct final safety inspection for renovated spaces	Sun 5/1/05	Sun 5/1/05	100%
365	11.5.10 Update and modify IEMP and COOP	Sun 5/1/05	Mon 5/2/05	100%
366				
367	<b>12 OPERATING PLANS</b>	Sun 8/1/04	Mon 4/18/05	97%
368	12.1 Review supporting documents	Thu 9/2/04	Thu 9/2/04	100%
369	12.2 Revise Processing & Distribution operating plan for Los Angeles	Tue 9/7/04	Tue 9/7/04	100%
370	12.2.1 Determine processing capabilities	Tue 9/7/04	Tue 9/7/04	100%
371	12.2.2 Determine average daily volumes	Tue 9/7/04	Tue 9/7/04	100%
372	12.2.3 Develop mail arrival/volume profile	Tue 9/7/04	Tue 9/7/04	100%
373	12.2.4 Determine operational start-up/cut-off times	Tue 9/7/04	Tue 9/7/04	100%
374	12.2.5 Review 1-, 2-, 3-day service areas (Orig. and destinating)	Tue 9/7/04	Tue 9/7/04	100%
375	12.3 Revise Processing & Distribution operating plan for Marina P&I	Thu 10/14/04	Thu 10/14/04	100%
376	12.3.1 Determine processing capabilities	Thu 10/14/04	Thu 10/14/04	100%
377	12.3.2 Determine average daily volumes	Thu 10/14/04	Thu 10/14/04	100%
378	12.3.3 Develop mail arrival/volume profile	Thu 10/14/04	Thu 10/14/04	100%
379	12.3.4 Determine operational start-up/cut-off times	Thu 10/14/04	Thu 10/14/04	100%
380	12.3.5 Review 1-, 2-, 3-day service areas (Orig. and destinating)	Thu 10/14/04	Thu 10/14/04	100%
381	12.4 Revise Processing & Distribution operating plan for Worldway	Sat 1/15/05	Sat 1/15/05	100%
382	12.4.1 Determine processing capabilities	Sat 1/15/05	Sat 1/15/05	100%
383	12.4.2 Determine average daily volumes	Sat 1/15/05	Sat 1/15/05	100%
384	12.4.3 Develop mail arrival/volume profile	Sat 1/15/05	Sat 1/15/05	100%
385	12.4.4 Determine operational start-up/cut-off times	Sat 1/15/05	Sat 1/15/05	100%
386	12.4.5 Review 1-, 2-, 3-day service areas	Sat 1/15/05	Sat 1/15/05	100%
387	12.5 Revise Processing & Distribution operating plan for Long Beach	Sat 1/15/05	Wed 2/2/05	100%
388	12.5.1 Determine processing capabilities	Sat 1/15/05	Sat 1/15/05	100%
389	12.5.2 Determine average daily volumes	Sat 1/15/05	Sat 1/15/05	100%
390	12.5.3 Develop mail arrival/volume profile	Thu 1/20/05	Thu 1/20/05	100%
391	12.5.4 Determine operational start-up/cut-off times	Wed 2/2/05	Wed 2/2/05	100%
392	12.5.5 Review 1-, 2-, 3-day service areas	Wed 2/2/05	Wed 2/2/05	100%
393	12.6 Revise Processing & Distribution operating plan for LA BMC	Sat 1/15/05	Tue 1/18/05	100%
394	12.6.1 Determine processing capabilities	Sat 1/15/05	Sat 1/15/05	100%
395	12.6.2 Determine average daily volumes	Sat 1/15/05	Sat 1/15/05	100%
396	12.6.3 Develop mail arrival/volume profile	Sat 1/15/05	Sat 1/15/05	100%
397	12.6.4 Determine operational start-up/cut-off times	Tue 1/18/05	Tue 1/18/05	100%
398	12.6.5 Review 1-, 2-, 3-day service areas	Tue 1/18/05	Tue 1/18/05	100%
399	12.7 Revise Customer Service operating plan	Sun 8/1/04	Tue 3/1/05	99%
400	12.7.1 Revise Delivery operating plan	Thu 1/13/05	Tue 2/1/05	100%
401	12.7.1.1 Verify additional vehicle needs	Thu 1/13/05	Fri 1/21/05	100%
402	12.7.1.2 Review post office collection schedules	Tue 1/18/05	Tue 2/1/05	100%
403	12.7.2 Revise Express Mail operating plan - Worldway	Mon 1/17/05	Fri 2/11/05	100%
404	12.7.2.1 Determine processing capabilities	Thu 1/20/05	Tue 1/25/05	100%
405	12.7.2.2 Determine mail volume/arrival profiles	Mon 1/17/05	Fri 1/28/05	100%
406	12.7.2.3 Determine average daily volumes	Mon 1/17/05	Fri 1/28/05	100%
407	12.7.2.4 Determine operational start-up/cut-off times	Wed 2/9/05	Fri 2/11/05	100%
408	12.7.3 Revise CFS operating plan	Wed 12/1/04	Wed 12/1/04	100%

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409	12.7.3.1 Determine processing capabilities	Wed 12/1/04	Wed 12/1/04	100%
410	12.7.3.2 Determine mail volume/arrival profiles	Wed 12/1/04	Wed 12/1/04	100%
411	12.7.3.3 Determine average daily volumes	Wed 12/1/04	Wed 12/1/04	100%
412	12.7.3.4 Determine operational start-up/cut-off times	Wed 12/1/04	Wed 12/1/04	100%
413	<b>12.7.4 Revise BMEU operating plan</b>	<b>Tue 2/15/05</b>	<b>Tue 3/1/05</b>	<b>100%</b>
414	12.7.4.1 Determine processing capabilities	Tue 2/15/05	Tue 2/15/05	100%
415	12.7.4.2 Determine mail volume/arrival profiles	Fri 2/18/05	Fri 2/18/05	100%
416	12.7.4.3 Determine average daily volumes	Fri 2/18/05	Fri 2/18/05	100%
417	12.7.4.4 Determine operational start-up/cut-off times	Fri 2/25/05	Fri 2/25/05	100%
418	12.7.4.5 Determine mailing clerk requirements	Tue 3/1/05	Tue 3/1/05	100%
419	<b>12.7.5 Drop Ship</b>	<b>Sun 8/1/04</b>	<b>Tue 3/1/05</b>	<b>100%</b>
420	12.7.5.1 Identify Current Drop Shippers at Marina P&DC	Thu 1/27/05	Tue 2/1/05	100%
421	12.7.5.2 Determine volumes	Thu 1/27/05	Tue 2/1/05	100%
422	12.7.5.3 Determine Current Capacity at LA P&DC	Mon 1/10/05	Tue 2/1/05	100%
423	12.7.5.4 Determine new volume affect on consolidated facility	Sun 8/1/04	Sun 8/1/04	100%
424	12.7.5.5 Coordinate increase in volume with Plant Operations	Tue 2/15/05	Tue 3/1/05	100%
425	12.7.5.6 DMM, FDB, etc. has to be updated	Tue 2/1/05	Tue 2/1/05	100%
426	12.8 Review/finalize comprehensive operating plan	Wed 3/2/05	Tue 3/29/05	75%
427	12.9 Revise/create sortation schemes	Sat 4/2/05	Thu 4/7/05	75%
428	12.10 Verify label availability	Tue 2/15/05	Mon 4/18/05	100%
429	12.11 Develop mail processing contingency plans - (COOP)	Mon 4/4/05	Mon 4/18/05	100%
430				
431	<b>13 TRANSPORTATION REQUIREMENTS &amp; SCHEDULES</b>	<b>Wed 9/1/04</b>	<b>Mon 6/20/05</b>	<b>92%</b>
432	13.1 Review supporting documents	Wed 9/1/04	Wed 9/1/04	100%
433	<b>13.2 Determine transportation requirements</b>	<b>Wed 9/8/04</b>	<b>Mon 6/20/05</b>	<b>88%</b>
434	13.2.1 Determine collection schedule adjustments	Wed 9/8/04	Wed 9/8/04	100%
435	13.2.2 Determine new facility impact on transportation	Wed 9/8/04	Wed 9/8/04	100%
436	13.2.3 Modify/Update TIMES	Fri 4/1/05	Mon 4/25/05	75%
437	13.2.4 Consolidate transportation requirements	Mon 1/31/05	Mon 6/20/05	90%
438	<b>13.3 Initiate review/approval process</b>	<b>Wed 10/20/04</b>	<b>Mon 2/28/05</b>	<b>100%</b>
439	13.3.1 Obtain Area review/approval	Wed 10/20/04	Wed 10/20/04	100%
440	13.3.2 Obtain Headquarters approval	Wed 11/3/04	Wed 11/3/04	100%
441	13.3.3 Obtain union agreement	Tue 2/1/05	Mon 2/28/05	100%
442	<b>13.4 Determine local site implementation requirements</b>	<b>Wed 11/3/04</b>	<b>Mon 4/11/05</b>	<b>94%</b>
443	13.4.1 Determine additional vehicle assignments	Wed 12/1/04	Wed 12/1/04	100%
444	13.4.2 Establish dock assignments	Fri 2/18/05	Fri 2/18/05	100%
445	13.4.3 Submit dock assignment matrix.	Sun 2/20/05	Mon 2/21/05	100%
446	13.4.4 Develop SOP for use of dock doors	Tue 2/22/05	Tue 2/22/05	100%
447	13.4.5 Submit Dock doors standard operating procedures	Fri 2/25/05	Wed 3/2/05	75%
448	13.4.6 Develop traffic control plan	Tue 3/8/05	Tue 3/8/05	100%
449	13.4.7 Submit written traffic control plan.	Mon 4/11/05	Mon 4/11/05	100%
450	13.4.8 Prepare highway contract route changes	Sat 2/26/05	Mon 2/28/05	100%
451	13.4.9 Submit completed forms	Mon 3/28/05	Wed 3/30/05	75%
452	13.4.10 Review dock sign/markings needs	Wed 11/3/04	Wed 11/3/04	100%
453	13.4.11 Develop SOP for truck arrivals	Wed 1/5/05	Wed 1/5/05	100%
454	13.4.12 Submit documented truck arrival standard operating procedi	Tue 3/1/05	Thu 3/3/05	75%
455	13.4.13 Designate surge and dispatch areas	Tue 1/11/05	Sat 2/19/05	100%
456	<b>13.5 Prepare new schedules</b>	<b>Wed 11/3/04</b>	<b>Tue 3/8/05</b>	<b>100%</b>
457	13.5.1 Prepare PVS schedules	Mon 11/15/04	Mon 11/15/04	100%
458	13.5.2 Submit New/revise PVS schedules	Wed 11/3/04	Wed 11/3/04	100%
459	13.5.3 Prepare HCR schedules	Mon 11/15/04	Mon 11/15/04	100%

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ID	Task Name	Current St	Current Fin	% Compl
460	13.5.4 Submit new/revised HCR schedules.	Wed 11/3/04	Wed 11/3/04	100%
461	13.5.5 Prepare collection box schedules/placards	Tue 2/1/05	Tue 3/1/05	100%
462	13.5.6 Submit revised collection box schedules and placards	Wed 3/2/05	Tue 3/8/05	100%
463	<b>13.6 Conduct transportation dry runs</b>	Thu 10/7/04	Wed 12/8/04	100%
464	13.6.1 Dry run collection routes/revise plans	Thu 10/7/04	Thu 10/7/04	100%
465	13.6.2 Documented results of collection dry runs	Wed 12/8/04	Wed 12/8/04	100%
466	13.6.3 Dry run PVS routes/revise plans	Thu 10/7/04	Thu 10/7/04	100%
467	13.6.4 Documented results of PVS dry runs	Thu 10/7/04	Thu 10/7/04	100%
468	13.6.5 Dry run HCR routes/revise plans	Thu 10/7/04	Thu 10/7/04	100%
469				
470	<b>14 OPERATIONS SOPs</b>	Mon 8/2/04	Mon 5/2/05	99%
471	14.1 Review supporting documents	Wed 11/3/04	Wed 11/3/04	100%
472	<b>14.2 Review operations</b>	Thu 10/21/04	Sat 2/26/05	99%
473	14.2.1 Review dock assignments	Thu 10/21/04	Thu 10/21/04	100%
474	14.2.2 Review transportation changes	Mon 11/8/04	Mon 11/8/04	100%
475	14.2.3 Review mail flows	Mon 11/8/04	Fri 2/25/05	100%
476	14.2.4 Documented mail flows	Sat 2/26/05	Sat 2/26/05	100%
477	<b>14.3 Develop/ Revise P&amp;D SOPs</b>	Tue 1/18/05	Wed 2/16/05	98%
478	14.3.1 LA P&DC SOP	Fri 1/21/05	Fri 1/21/05	100%
479	14.3.2 Marina SOP	Fri 1/21/05	Fri 1/21/05	100%
480	14.3.3 Long Beach SOP	Tue 2/1/05	Tue 2/1/05	100%
481	14.3.4 LA BMC SOP	Tue 2/1/05	Tue 2/1/05	100%
482	14.3.5 Worldway SOP	Tue 2/1/05	Tue 2/1/05	100%
483	14.3.6 Approved SOPs for each operation for each facility	Wed 2/16/05	Wed 2/16/05	75%
484	<b>14.4 Develop CS SOPs</b>	Tue 2/1/05	Fri 4/22/05	100%
485	14.4.1 Develop Express Mail SOP	Tue 2/1/05	Mon 3/7/05	100%
486	14.4.2 Submit Approved Express Mail SOP	Mon 3/7/05	Mon 3/7/05	100%
487	14.4.3 Develop CFS SOP	Tue 2/1/05	Mon 3/14/05	100%
488	14.4.4 Submit Approved CFS SOP	Mon 3/14/05	Mon 3/14/05	100%
489	14.4.5 Develop BMEU SOP	Tue 2/1/05	Fri 4/22/05	100%
490	14.4.6 Submit Approved BMEU SOP	Fri 4/22/05	Fri 4/22/05	100%
491	14.5 Review/finalize SOPs	Mon 8/2/04	Thu 3/3/05	100%
492	<b>14.6 Develop Supervisors' Guide(s)</b>	Fri 4/15/05	Mon 5/2/05	50%
493	14.6.1 Revise/develop Supervisors' Guide(s)	Fri 4/15/05	Fri 4/15/05	100%
494	14.6.2 Publish/distribute Supervisors' Guide(s)	Thu 4/28/05	Mon 5/2/05	50%
495				
496	<b>15 P&amp;D/CS STAFFING REQUIREMENTS</b>	Mon 3/1/04	Tue 4/19/05	88%
497	15.1 Review supporting documents	Wed 8/11/04	Wed 8/11/04	100%
498	<b>15.2 Determine P&amp;D workload changes/adjust staffing</b>	Mon 8/16/04	Tue 4/19/05	79%
499	15.2.1 Review P&D staffing	Thu 9/2/04	Thu 9/2/04	100%
500	15.2.2 Determine supervisory requirements	Mon 8/16/04	Mon 8/16/04	100%
501	15.2.3 Revise staffing plans	Fri 1/14/05	Wed 3/9/05	100%
502	15.2.4 Obtain Area/HQ approval of staffing plans	Thu 3/10/05	Tue 4/19/05	50%
503	<b>15.3 Determine CS workload changes/adjust staffing</b>	Mon 3/1/04	Sat 2/19/05	100%
504	15.3.1 Review CS functions workloads	Mon 3/1/04	Wed 2/16/05	100%
505	15.3.1.1 Review Collections: inspect/adjust routes	Wed 9/1/04	Fri 10/1/04	100%
506	15.3.1.2 Review Window Service workload	Mon 3/1/04	Thu 4/1/04	100%
507	15.3.1.3 Review Express Mail workload	Wed 2/16/05	Wed 2/16/05	100%
508	15.3.1.4 Review CFS workload	Tue 9/21/04	Tue 9/21/04	100%
509	15.3.1.5 Review BMEU workload	Tue 2/1/05	Tue 2/1/05	100%
510	15.3.2 Determine supervisory requirements	Fri 2/11/05	Fri 2/11/05	100%

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511	15.3.3 Revise staffing plans	Tue 2/1/05	Tue 2/1/05	100%
512	15.3.4 Obtain Area/HQ approval of staffing plans	Sat 2/19/05	Sat 2/19/05	100%
513	15.4 Brief Employee Organizations	Tue 2/1/05	Tue 2/1/05	100%
514	15.4.1 Establish union briefing schedule	Tue 2/1/05	Tue 2/1/05	100%
515	15.4.2 Conduct briefing (ongoing)	Tue 2/1/05	Tue 2/1/05	100%
516				
517	<b>16 P&amp;D/C'S BID &amp; HIRE PROCEDURES</b>	Wed 9/15/04	Sun 5/15/05	84%
518	16.1 Review complement requirements	Mon 9/20/04	Mon 9/20/04	100%
519	16.2 Review hiring registers	Wed 9/15/04	Wed 9/15/04	100%
520	16.3 Review/revise existing positions	Wed 9/15/04	Sun 4/10/05	100%
521	16.3.1 Bid Clean up	Wed 9/15/04	Thu 12/30/04	100%
522	16.3.2 Identify Bid Schedules in HRIS	Wed 9/15/04	Thu 12/30/04	100%
523	16.3.3 Operations configures bids and provides to Personnel	Thu 2/10/05	Mon 3/21/05	100%
524	16.3.4 Personnel posts new assignments and vacancies	Wed 3/16/05	Thu 3/24/05	100%
525	16.3.5 Bid closes	Thu 3/31/05	Thu 4/7/05	100%
526	16.3.6 Award bid	Fri 4/1/05	Fri 4/8/05	100%
527	16.3.7 Complete award and post results	Fri 4/1/05	Sun 4/10/05	100%
528	16.4 Review residual vacancies (ongoing)	Tue 3/8/05	Sun 5/15/05	62%
529	16.4.1 Mailhandlers	Tue 3/8/05	Sat 4/30/05	86%
530	16.4.1.1 Operations configures work schedules for LA	Tue 3/8/05	Fri 4/8/05	100%
531	16.4.1.2 Provide work schedules to Manuel and Linda	Tue 4/5/05	Sun 4/10/05	100%
532	16.4.1.3 Mailhandlers make selections from withheld list	Wed 3/16/05	Sun 4/17/05	100%
533	16.4.1.4 Run selections	Wed 4/13/05	Sun 4/24/05	100%
534	16.4.1.5 Notify mailhandlers of selections	Thu 4/21/05	Sat 4/30/05	0%
535	16.4.2 Clerks	Sat 4/2/05	Sun 5/15/05	42%
536	16.4.2.1 Identify residuals to withhold	Sat 4/2/05	Mon 4/11/05	100%
537	16.4.2.2 Provide withheld jobs to Manuel and Linda	Mon 4/4/05	Tue 4/12/05	100%
538	16.4.2.3 Notify local union of withheld jobs	Mon 4/4/05	Tue 4/12/05	100%
539	16.4.2.4 Posting resulting vacancies and any new vacancies	Mon 4/4/05	Tue 4/12/05	100%
540	16.4.2.5 Bid closes	Wed 4/20/05	Tue 4/26/05	100%
541	16.4.2.6 Run results and identify residuals	Thu 4/21/05	Wed 4/27/05	0%
542	16.4.2.7 Provide withheld jobs to Manuel and Linda	Fri 4/22/05	Thu 4/28/05	0%
543	16.4.2.8 Notify local union of withheld jobs	Fri 4/22/05	Thu 4/28/05	0%
544	16.4.2.9 Provide list of withheld jobs and work schedules to imp.	Mon 4/25/05	Mon 5/2/05	0%
545	16.4.2.10 Clerks make selections from withheld list	Fri 5/6/05	Thu 5/12/05	0%
546	16.4.2.11 Run selections	Sat 5/7/05	Fri 5/13/05	0%
547	16.4.2.12 Notify clerks of selections	Sun 5/8/05	Sun 5/15/05	0%
548				
549	<b>17 NOTIFICATION &amp; EXCESSING</b>	Tue 1/25/05	Sat 5/28/05	45%
550	17.1 Notify Union at Area/Local Level	Tue 2/1/05	Tue 2/1/05	100%
551	17.2 Meet with Union	Tue 1/25/05	Tue 2/1/05	100%
552	17.3 Conduct Stand Ups with Employees	Thu 2/3/05	Thu 2/3/05	100%
553	17.4 Mailhandlers	Fri 3/11/05	Sat 5/28/05	30%
554	17.4.1 Prepare excessing letters for impacted mailhandlers	Fri 3/11/05	Thu 3/17/05	100%
555	17.4.2 Issue excessing letters with attached selection preference sh	Fri 4/8/05	Sat 4/16/05	100%
556	17.4.3 Effect excessing - Form 50 effective date	Fri 4/29/05	Sat 5/28/05	0%
557	17.5 Clerks	Tue 3/15/05	Sat 5/28/05	59%
558	17.5.1 Prepare excessing letters to clerks	Tue 3/15/05	Mon 3/21/05	100%
559	17.5.2 Issue excessing letters to clerks	Tue 3/22/05	Mon 3/28/05	100%
560	17.5.3 Effect excessing - Form 50 effective date	Fri 5/20/05	Sat 5/28/05	0%
561				

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ID	Task Name	Current St	Current Fin	% Compl
562	18 Posting - EAS PLACEMENT	Wed 12/15/04	Sat 6/25/05	48%
563	18.1 Determine EAS Fn1 Opns Staffing Reqmnts based on Marina Mail	Tue 3/15/05	Tue 3/15/05	0%
564	18.2 Determine EAS Admin Staffing Reqmnts based on Marina Mail	Wed 12/15/04	Fri 2/4/05	100%
565	18.3 Prepare and Post EAS Limited Competition Jobs for Marina EA:	Tue 2/8/05	Sat 6/25/05	36%
566	18.3.1 Provide Gayle Blair LAPDC gaining EAS positions	Tue 2/8/05	Tue 2/15/05	100%
567	18.3.2 Provide customer requirement LAPC gaining EAS positions a	Thu 2/17/05	Wed 2/23/05	100%
568	18.3.3 Customer requirements completes LAPDC gaining EAS posit	Mon 3/21/05	Mon 3/28/05	100%
569	18.3.4 Prepare limited competition vacancy announcements for gain	Tue 3/15/05	Tue 3/22/05	100%
570	18.3.5 LAPDC and WAMC provides work schedules for posted vaca	Wed 3/30/05	Wed 4/6/05	100%
571	18.3.6 Complete vacancy announcements	Mon 4/4/05	Mon 4/11/05	100%
572	18.3.7 Brief NAPS on limited competition	Thu 4/7/05	Thu 4/14/05	100%
573	18.3.8 Phase 1	Thu 4/7/05	Mon 5/23/05	28%
574	18.3.8.1 Hold townhall meeting for WATO and Marina PDC EA:	Thu 4/7/05	Thu 4/14/05	100%
575	18.3.8.2 Post limited competition vacancy announcements	Mon 4/11/05	Mon 4/18/05	100%
576	18.3.8.3 Establish limited competition boards	Thu 4/14/05	Fri 4/22/05	100%
577	18.3.8.4 Limited competition vacancy announcements close	Mon 4/25/05	Mon 5/2/05	0%
578	18.3.8.5 Review limited competition applications	Tue 4/19/05	Tue 5/3/05	0%
579	18.3.8.6 Hold limited competition boards	Mon 4/25/05	Mon 5/9/05	0%
580	18.3.8.7 Selections completed for vacancy	Fri 5/13/05	Fri 5/20/05	0%
581	18.3.8.8 Announce selections	Mon 5/16/05	Mon 5/23/05	0%
582	18.3.9 Phase 2	Wed 5/11/05	Thu 6/16/05	0%
583	18.3.9.1 Hold townhall meeting with WATO and Marina PDC E/	Tue 5/24/05	Wed 5/25/05	0%
584	18.3.9.2 Posted limited competition vacancy announcements	Thu 5/19/05	Thu 5/26/05	0%
585	18.3.9.3 Establish limited competition boards for Phase 2 vacar	Wed 5/11/05	Wed 5/18/05	0%
586	18.3.9.4 Limited competition vacancy announcements close	Wed 6/1/05	Thu 6/9/05	0%
587	18.3.9.5 Review limited competition applications	Wed 5/25/05	Thu 6/2/05	0%
588	18.3.9.6 Hold limited competition boards	Wed 5/25/05	Mon 6/13/05	0%
589	18.3.9.7 Selections completed for vacancy	Tue 6/7/05	Wed 6/15/05	0%
590	18.3.9.8 Announce selections	Wed 6/15/05	Thu 6/16/05	0%
591	18.3.10 Process Form 50 effective date	Fri 6/17/05	Sat 6/25/05	0%
592				
593	19 VER ( N/A for this project at this point)	Wed 8/4/04	Fri 12/17/04	100%
604				
605	20 VOLUNTARY REASSIGNMENT	Fri 10/8/04	Thu 4/14/05	100%
606	20.1 Voluntary reassignment for LA P&DC Employees	Fri 10/8/04	Thu 10/21/04	100%
607	20.1.1 Solicit for Voluntary Reassignment to Other Office in Pac Are	Fri 10/8/04	Thu 10/21/04	100%
608	20.1.2 Transmit Requests as Received	Fri 10/8/04	Thu 10/21/04	100%
609	20.1.3 Log as Transmitted and Finalized	Fri 10/8/04	Thu 10/21/04	100%
610	20.2 Voluntary reassignment for Marina Employees	Fri 10/8/04	Thu 4/14/05	100%
611	20.2.1 Solicit for (craft) Voluntary Reassignment to Other Office in P	Fri 10/8/04	Thu 4/14/05	100%
612	20.2.2 Solicit for (EAS) Voluntary Reassignment to Other Offices	Fri 10/8/04	Thu 4/14/05	100%
613	20.2.3 Transmit Requests as Received	Fri 10/8/04	Thu 4/14/05	100%
614	20.2.4 Log as Transmitted and Finalized	Fri 10/8/04	Thu 4/14/05	100%
615				
616	21 P&DCS PERSONNEL TRAINING	Wed 9/15/04	Tue 5/31/05	65%
617	21.1 Determine training requirements	Tue 2/1/05	Mon 3/14/05	75%
618	21.2 Identify/train instructors	Tue 3/15/05	Fri 4/8/05	75%
619	21.3 Submit List of trained instructors associated with each class.	Tue 3/15/05	Tue 3/15/05	75%
620	21.4 Identify/procure hardware/software	Tue 3/15/05	Mon 3/28/05	100%
621	21.5 Completed Ebuy/7381s	Tue 3/29/05	Wed 4/13/05	75%
622	21.6 Prepare training programs	Tue 3/1/05	Sun 4/24/05	75%

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623	21.7 Submit list of required local training classes.	Mon 4/25/05	Tue 4/26/05	75%
624	21.8 Schedule training	Fri 4/1/05	Fri 5/6/05	75%
625	21.9 Submit Consolidated training schedule.	Fri 4/15/05	Fri 4/15/05	75%
626	21.10 Conduct training	Wed 9/15/04	Tue 5/31/05	61%
627	21.10.1 Conduct reassigned/new employee craft training	Fri 1/21/05	Thu 5/26/05	50%
628	21.10.2 Submit checklist documenting training status	Thu 5/5/05	Thu 5/5/05	50%
629	21.10.3 Conduct collection drivers training	Wed 9/15/04	Mon 2/28/05	100%
630	21.10.4 Submit Checklist documenting training status	Mon 2/28/05	Mon 2/28/05	100%
631	21.10.5 Conduct safety training	Wed 9/15/04	Mon 5/30/05	50%
632	21.10.6 Submit checklist documenting training status	Fri 4/29/05	Tue 5/31/05	0%
633				
634	<b>22 EMPLOYEE ORIENTATION</b>	Wed 12/29/04	Thu 6/16/05	62%
635	22.1 Conduct craft tours	Fri 4/15/05	Mon 6/6/05	25%
636	22.2 Checklist documenting orientation status	Sun 5/22/05	Sun 5/22/05	25%
637	22.3 Conduct supervisor tours	Thu 5/5/05	Thu 6/16/05	0%
638	22.4 Checklist documenting orientation status	Fri 5/6/05	Fri 5/6/05	0%
639	22.5 Conduct administrative tours	Thu 5/5/05	Tue 5/31/05	0%
640	22.6 Submit checklist documenting orientation status	Fri 5/6/05	Fri 5/6/05	0%
641	<b>22.7 Conduct transportation tours</b>	Wed 12/29/04	Tue 5/31/05	92%
642	22.7.1 Orient collection drivers	Wed 12/29/04	Tue 5/31/05	100%
643	22.7.2 Checklist documenting orientation status	Wed 5/4/05	Wed 5/4/05	100%
644	22.7.3 Orient PVS drivers	Wed 5/4/05	Thu 5/5/05	50%
645	22.7.4 Submit checklist documenting orientation status	Wed 5/4/05	Wed 5/4/05	50%
646	22.7.5 Orient HCR drivers	Wed 5/4/05	Thu 5/26/05	50%
647	<b>22.8 Conduct other tours</b>	Wed 5/4/05	Fri 5/27/05	77%
648	22.8.1 Orient station and post office employees	Fri 4/29/05	Thu 5/26/05	50%
649	22.8.2 Submit checklist documenting orientation status	Fri 5/27/05	Fri 5/27/05	50%
650	22.8.3 Orient bulk mail customer/drivers	Wed 4/20/05	Wed 5/11/05	100%
651	22.8.4 Checklist documenting orientation status of identified BBM cl.	Wed 5/4/05	Thu 5/12/05	100%
652				
653	<b>23 MAINTENANCE PLANS/PROCEDURES</b>	Thu 7/1/04	Sun 5/15/05	89%
654	23.1 Establish building maintenance plans/procedures - Los Angeles:	Tue 8/3/04	Sat 5/14/05	71%
655	23.1.1 Review building plans/specifications	Wed 9/1/04	Wed 9/1/04	100%
656	23.1.2 Inventory building equipment from blueprints	Sun 9/5/04	Sun 9/5/04	100%
657	23.1.3 Submit Inventory of building equipment	Fri 10/22/04	Fri 10/22/04	100%
658	23.1.4 Determine building equipment maintenance requirements	Wed 9/1/04	Wed 9/1/04	100%
659	23.1.5 Identify supply requirements	Tue 10/19/04	Tue 10/19/04	100%
660	23.1.6 Completed Ebuy7381s.	Thu 1/13/05	Fri 4/22/05	75%
661	23.1.7 Identify spare parts lists	Fri 12/10/04	Sat 12/11/04	100%
662	23.1.8 Completed Ebuy7381s.	Tue 2/15/05	Fri 4/15/05	50%
663	23.1.9 Determine service contract requirements list.	Fri 12/10/04	Fri 12/10/04	100%
664	23.1.10 Submit Service contract requirements list.	Wed 11/3/04	Fri 12/17/04	50%
665	23.1.11 Develop building equipment maintenance route sheets	Tue 2/1/05	Tue 2/1/05	100%
666	23.1.12 Submit completed maintenance route sheets.	Wed 1/26/05	Wed 1/26/05	100%
667	23.1.13 Develop energy guidelines	Sat 12/18/04	Sat 1/15/05	100%
668	<b>23.1.14 Establish MP equipment maintenance plans/procedures</b>	Wed 9/1/04	Fri 10/29/04	100%
669	23.1.14.1 Review automation plans	Wed 9/1/04	Wed 9/1/04	100%
670	23.1.14.2 Determine MP equipment maintenance requirements	Sun 9/5/04	Sun 9/5/04	100%
671	23.1.14.3 Establish satellite shop plans	Tue 9/21/04	Tue 9/21/04	100%
672	23.1.14.4 Correct move-in day drawing of satellite maintenance	Mon 9/27/04	Fri 10/1/04	100%
673	23.1.14.5 Identify existing stockroom equipment	Wed 9/15/04	Wed 9/15/04	100%

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ID	Task Name	Current St	Current Fin	% Compl
674	23.1.14.6 Inventory of existing stockroom equipment	Sat 9/18/04	Sat 9/18/04	100%
675	23.1.14.7 Develop shop/stockroom layouts	Mon 10/18/04	Fri 10/29/04	100%
676	23.1.14.8 Submit detailed shop and stockroom layouts.	Tue 10/19/04	Tue 10/19/04	100%
677	23.1.14.9 Review site preparation requirements for MP equipment	Fri 9/3/04	Fri 9/3/04	100%
678	23.1.14.10 Develop MP equipment maintenance route sheets	Tue 10/12/04	Fri 10/15/04	100%
679	<b>23.1.15 Establish custodial maintenance plans/procedures for L</b>	<b>Tue 8/3/04</b>	<b>Sat 11/13/04</b>	<b>100%</b>
680	23.1.15.1 Review building plans	Fri 9/3/04	Fri 9/3/04	100%
681	23.1.15.2 Inventory building spaces, fixtures, bldg materials	Tue 8/3/04	Tue 8/3/04	100%
682	23.1.15.3 Inventory exterior spaces	Fri 9/3/04	Fri 9/3/04	100%
683	23.1.15.4 Determine custodial maintenance requirements	Wed 9/8/04	Wed 9/8/04	100%
684	23.1.15.5 Determine custodial contract requirements	Mon 9/13/04	Mon 9/13/04	100%
685	23.1.15.6 Develop custodial route sheets	Sat 9/18/04	Sat 9/18/04	100%
686	23.1.15.7 Identify supply requirements	Mon 10/18/04	Mon 10/18/04	100%
687	23.1.15.8 Determine custodial eqpt requirements	Sun 11/7/04	Sun 11/7/04	100%
688	23.1.15.9 Identify use of available custodial spaces	Sat 11/13/04	Sat 11/13/04	100%
689	<b>23.1.16 MAINTENANCE STAFFING REQUIREMENTS - LOS ANGI</b>	<b>Mon 8/30/04</b>	<b>Tue 2/1/05</b>	<b>100%</b>
690	<b>23.1.16.1 Determine maintenance workload changes/adjust</b>	<b>Mon 8/30/04</b>	<b>Tue 10/19/04</b>	<b>100%</b>
691	23.1.16.1.1 Review maintenance staffing plans	Sat 9/4/04	Sat 9/4/04	100%
692	23.1.16.1.2 Review maintenance staffing requirements.	Tue 10/19/04	Tue 10/19/04	100%
693	23.1.16.1.3 Determine supervisory requirements	Mon 8/30/04	Mon 8/30/04	100%
694	23.1.16.1.4 Revise maintenance staffing plans	Mon 9/13/04	Mon 9/13/04	100%
695	23.1.16.1.5 Submit completed maintenance staffing packa	Tue 10/19/04	Tue 10/19/04	100%
696	23.1.16.1.6 Obtain Area/HQ approval of staffing plans	Mon 9/27/04	Mon 9/27/04	100%
697	<b>23.1.16.2 Brief maintenance unions</b>	<b>Fri 11/4/05</b>	<b>Tue 2/1/05</b>	<b>100%</b>
698	23.1.16.2.1 Establish union briefing schedule	Fri 1/14/05	Tue 2/1/05	100%
699	23.1.16.2.2 Submit schedule of meetings with appropriate	Wed 1/26/05	Tue 2/1/05	100%
700	23.1.16.2.3 Conduct briefing (ongoing)	Tue 2/1/05	Tue 2/1/05	100%
701	23.1.16.2.4 Submit outline of contents for briefings and list	Sun 1/30/05	Sun 1/30/05	100%
702	<b>23.1.17 MAINTENANCE BID &amp; HIRE PROCEDURES - LOS ANGEI</b>	<b>Mon 10/11/04</b>	<b>Mon 12/6/04</b>	<b>100%</b>
703	23.1.17.1 Review complement requirements	Mon 10/11/04	Mon 10/11/04	100%
704	23.1.17.2 Review PERS	Mon 11/8/04	Mon 11/8/04	100%
705	23.1.17.3 Review hiring registers	Mon 10/11/04	Mon 10/11/04	100%
706	23.1.17.4 Submit list of qualified personnel from hiring registers	Mon 11/8/04	Mon 11/8/04	100%
707	23.1.17.5 Review/revise existing positions	Mon 11/15/04	Mon 11/15/04	100%
708	23.1.17.6 Submit changed position descriptions	Tue 11/2/04	Tue 11/2/04	100%
709	23.1.17.7 Develop new positions/job descriptions	Fri 10/15/04	Fri 10/15/04	100%
710	23.1.17.8 Submit New position descriptions	Fri 11/5/04	Mon 11/8/04	100%
711	23.1.17.9 Establish in-craft PERS	Mon 11/8/04	Mon 11/8/04	100%
712	23.1.17.10 Submit in-craft Promotion Eligibility Registers	Wed 10/20/04	Tue 11/9/04	100%
713	23.1.17.11 Establish in-service PERS	Mon 12/6/04	Mon 12/6/04	100%
714	23.1.17.12 Submit In-service Promotion Eligibility Registers	Tue 11/30/04	Tue 11/30/04	100%
715	<b>23.1.18 Fill vacancies</b>	<b>Thu 3/10/05</b>	<b>Sat 5/14/05</b>	<b>59%</b>
716	23.1.18.1 Telecon with maintenance managers and HR profess	Fri 3/11/05	Fri 3/11/05	100%
717	23.1.18.2 Post notice of intent for vacancies and new jobs	Tue 3/15/05	Wed 3/16/05	100%
718	23.1.18.3 Prepare letters for maintenance impacted employees	Thu 3/10/05	Fri 3/18/05	100%
719	23.1.18.4 Notice of intent closes	Wed 3/23/05	Wed 3/23/05	100%
720	23.1.18.5 Run selections	Wed 3/16/05	Thu 3/24/05	100%
721	23.1.18.6 Post results and identify residuals to withhold	Sat 3/12/05	Wed 3/30/05	100%
722	23.1.18.7 Withheld assignments to Manual and Linda	Thu 3/24/05	Fri 4/1/05	100%
723	23.1.18.8 Notify local union	Fri 4/1/05	Fri 4/1/05	100%
724	23.1.18.9 Start preparing excessing letters to employees	Sat 3/19/05	Mon 4/4/05	100%
725	23.1.18.10 Complete excessing letters	Thu 4/7/05	Fri 4/15/05	100%

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ID	Task Name	Current St	Current Fin	% Compl
726	23.1.18.11 Provide excessing letters with list of withheld residur	Tue 4/12/05	Wed 4/20/05	100%
727	23.1.18.12 Start period for impacted employees to select	Sun 4/3/05	Thu 4/21/05	100%
728	23.1.18.13 Employee selection of withheld jobs completed	Wed 4/20/05	Wed 5/4/05	0%
729	23.1.18.14 Award process for employee selections	Mon 4/25/05	Mon 5/9/05	0%
730	23.1.18.15 Completion of award of withheld jobs	Mon 4/25/05	Mon 5/9/05	0%
731	23.1.18.16 Notify impacted employees of selections	Tue 5/3/05	Mon 5/9/05	0%
732	23.1.18.17 Effective date of excessing - Form 50 effective date	Sun 5/8/05	Sat 5/14/05	0%
733	<b>23.2 Establish building maintenance plans/procedures - Marina P&amp;C</b>	<b>Thu 7/1/04</b>	<b>Sun 5/15/05</b>	<b>100%</b>
734	23.2.1 Review building plans/specifications	Wed 8/18/04	Wed 9/1/04	100%
735	23.2.2 Inventory building equipment from blueprints	Wed 7/21/04	Mon 9/6/04	100%
736	23.2.3 Submit Inventory of building equipment	Fri 10/22/04	Fri 10/22/04	100%
737	23.2.4 Determine building equipment maintenance requirements	Wed 7/21/04	Wed 9/1/04	100%
738	23.2.5 Identify supply requirements	Wed 10/13/04	Tue 10/19/04	100%
739	23.2.6 Completed Ebuy/7381s.	Thu 7/15/04	Tue 10/26/04	100%
740	23.2.7 Identify spare parts lists	Fri 12/3/04	Fri 12/10/04	100%
741	23.2.8 Completed Ebuy/7381s.	Mon 11/1/04	Thu 12/16/04	100%
742	23.2.9 Determine service contract requirements	Fri 12/3/04	Fri 12/10/04	100%
743	23.2.10 Submit Service contract requirements list.	Wed 11/3/04	Fri 12/17/04	100%
744	23.2.11 Develop building equipment maintenance route sheets	Mon 10/25/04	Fri 12/10/04	100%
745	23.2.12 Submit completed maintenance route sheets.	Wed 1/26/05	Wed 1/26/05	100%
746	23.2.13 Develop energy guidelines	Sat 12/18/04	Sat 1/15/05	100%
747	<b>23.2.14 Establish MP equipment maintenance plans/procedures</b>	<b>Wed 7/21/04</b>	<b>Tue 10/19/04</b>	<b>100%</b>
748	23.2.14.1 Review automation plans	Wed 8/18/04	Wed 9/1/04	100%
749	23.2.14.2 Determine MP equipment maintenance requirements	Wed 7/21/04	Mon 9/6/04	100%
750	23.2.14.3 Establish satellite shop plans	Tue 9/7/04	Tue 9/21/04	100%
751	23.2.14.4 Correct move-in day drawing of satellite maintenance	Mon 9/27/04	Fri 10/1/04	100%
752	23.2.14.5 Identify existing stockroom equipment	Tue 8/31/04	Wed 9/15/04	100%
753	23.2.14.6 Inventory of existing stockroom equipment	Mon 9/6/04	Mon 9/20/04	100%
754	23.2.14.7 Develop shop/stockroom layouts	Tue 10/5/04	Mon 10/18/04	100%
755	23.2.14.8 Submit detailed shop and stockroom layouts.	Tue 10/19/04	Tue 10/19/04	100%
756	23.2.14.9 Review site preparation requirements for MP equipmt	Wed 9/1/04	Fri 9/3/04	100%
757	23.2.14.10 Develop MP equipment maintenance route sheets	Tue 9/14/04	Tue 10/12/04	100%
758	<b>23.2.15 Establish custodial maintenance plans/procedures for I</b>	<b>Tue 8/3/04</b>	<b>Mon 11/15/04</b>	<b>100%</b>
759	23.2.15.1 Review building plans	Wed 9/1/04	Fri 9/3/04	100%
760	23.2.15.2 Inventory building spaces, fixtures, bldg materials	Tue 8/3/04	Tue 8/3/04	100%
761	23.2.15.3 Inventory exterior spaces	Wed 9/1/04	Fri 9/3/04	100%
762	23.2.15.4 Determine custodial maintenance requirements	Fri 9/3/04	Wed 9/8/04	100%
763	23.2.15.5 Determine custodial contract requirements	Tue 9/7/04	Mon 9/13/04	100%
764	23.2.15.6 Develop custodial route sheets	Mon 9/6/04	Mon 9/20/04	100%
765	23.2.15.7 Identify supply requirements	Mon 9/27/04	Mon 10/18/04	100%
766	23.2.15.8 Determine custodial eqpt requirements	Tue 11/2/04	Mon 11/8/04	100%
767	23.2.15.9 Identify use of available custodial spaces	Fri 11/12/04	Mon 11/15/04	100%
768	<b>23.2.16 MAINTENANCE STAFFING REQUIREMENTS -MARINA P</b>	<b>Tue 8/17/04</b>	<b>Tue 10/19/04</b>	<b>100%</b>
769	<b>23.2.16.1 Determine maintenance workload changes/adjust</b>	<b>Tue 8/17/04</b>	<b>Tue 10/19/04</b>	<b>100%</b>
770	23.2.16.1.1 Review maintenance staffing plans	Mon 8/23/04	Mon 9/6/04	100%
771	23.2.16.1.2 Submit draft of new staffing requirements.	Tue 10/19/04	Tue 10/19/04	100%
772	23.2.16.1.3 Determine supervisory requirements	Tue 8/17/04	Mon 8/30/04	100%
773	23.2.16.1.4 Revise maintenance staffing plans	Tue 8/31/04	Mon 9/13/04	100%
774	23.2.16.1.5 Submit completed maintenance staffing packa	Tue 10/19/04	Tue 10/19/04	100%
775	23.2.16.1.6 Obtain Area/HQ approval of staffing plans	Mon 9/27/04	Mon 9/27/04	100%
776	<b>23.2.17 MAINTENANCE BID &amp; HIRE PROCEDURES -MARINA P&amp;</b>	<b>Thu 7/1/04</b>	<b>Sun 5/15/05</b>	<b>100%</b>
777	23.2.17.1 Review complement requirements	Tue 10/5/04	Mon 10/11/04	100%

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ID	Task Name	Current St	Current Fin	% Compl
778	23.2.17.2 Review PERS	Tue 11/2/04	Mon 11/8/04	100%
779	23.2.17.3 Review hiring registers	Tue 10/5/04	Mon 10/11/04	100%
780	23.2.17.4 Submit list of qualified personnel from hiring registers	Mon 11/8/04	Mon 11/8/04	100%
781	23.2.17.5 Review/revise existing positions	Wed 11/10/04	Mon 11/15/04	100%
782	23.2.17.6 Submit changed position descriptions	Tue 11/2/04	Mon 11/8/04	100%
783	23.2.17.7 Develop new positions/job descriptions	Thu 9/16/04	Fri 10/15/04	100%
784	23.2.17.8 Submit New position descriptions	Fri 11/5/04	Mon 11/8/04	100%
785	23.2.17.9 Establish in-craft PERS	Wed 10/13/04	Mon 11/8/04	100%
786	23.2.17.10 Submit in-craft Promotion Eligibility Registers	Wed 10/20/04	Tue 11/9/04	100%
787	23.2.17.11 Establish in-service PERS	Tue 11/9/04	Mon 12/6/04	100%
788	23.2.17.12 Submit In-service Promotion Eligibility Registers	Tue 11/30/04	Tue 11/30/04	100%
789	<b>23.2.17.13 Fill vacancies</b>	<b>Thu 7/1/04</b>	<b>Sun 5/15/05</b>	<b>100%</b>
790	23.2.17.13.1 Fill vacancies from PARS	Wed 9/1/04	Wed 12/1/04	100%
791	23.2.17.13.2 Submit vacancies filled from Preferred Assign	Wed 12/1/04	Wed 12/1/04	100%
792	23.2.17.13.3 Fill vacancies from existing in-craft PERS	Wed 9/1/04	Wed 12/1/04	100%
793	23.2.17.13.4 Submit vacancies filled from in-craft Personnel	Mon 2/28/05	Mon 2/28/05	100%
794	23.2.17.13.5 Reassign qualified personnel	Wed 7/14/04	Wed 12/1/04	100%
795	23.2.17.13.6 Personnel reassigned.	Thu 7/1/04	Wed 12/1/04	100%
796	23.2.17.13.7 Fill vacancies from reassignment requests	Thu 7/1/04	Wed 12/1/04	100%
797	23.2.17.13.8 Vacancies filled from reassignment requests	Thu 7/1/04	Wed 12/1/04	100%
798	23.2.17.13.9 Fill vacancies from existing in-service PERS	Thu 7/1/04	Wed 12/1/04	100%
799	23.2.17.13.10 Vacancies filled from in-service Promotion I	Thu 7/1/04	Wed 12/1/04	100%
800	23.2.17.13.11 Fill vacancies from hiring registers	Thu 7/1/04	Wed 12/1/04	100%
801	23.2.17.13.12 Vacancies filled from hiring registers,	Thu 7/1/04	Wed 12/1/04	100%
802	23.2.17.13.13 Assign supervisors	Tue 10/26/04	Tue 2/1/05	100%
803	23.2.17.13.14 Supervisors assigned to their positions	Sun 5/15/05	Sun 5/15/05	100%
804	<b>23.3 Establish building maintenance plans/procedures for Long Bea</b>	<b>Wed 9/1/04</b>	<b>Thu 4/21/05</b>	<b>35%</b>
805	23.3.1 Review building plans/specifications	Wed 9/1/04	Wed 9/1/04	100%
806	23.3.2 Inventory building equipment from blueprints	Mon 9/6/04	Mon 9/6/04	100%
807	23.3.3 Determine building equipment maintenance requirements	Wed 9/1/04	Wed 9/1/04	100%
808	23.3.4 Identify supply requirements	Tue 10/19/04	Tue 10/19/04	100%
809	23.3.5 Identify spare parts lists	Fri 12/10/04	Fri 12/10/04	100%
810	23.3.6 Determine service contract requirements	Fri 12/10/04	Fri 12/10/04	100%
811	23.3.7 Develop building equipment maintenance route sheets	Fri 12/10/04	Fri 12/10/04	100%
812	23.3.8 Develop energy guidelines	Sat 1/15/05	Sat 1/15/05	85%
813	<b>23.3.9 Establish MP equipment maintenance plans/procedures 1</b>	<b>Mon 12/6/04</b>	<b>Wed 2/2/05</b>	<b>100%</b>
814	23.3.9.1 Review automation plans	Mon 12/6/04	Mon 12/6/04	100%
815	23.3.9.2 Determine MP equipment maintenance requirements	Mon 12/6/04	Mon 12/6/04	100%
816	23.3.9.3 Establish satellite shop plans	Mon 1/10/05	Mon 1/10/05	100%
817	23.3.9.4 Identify existing stockroom equipment	Mon 1/10/05	Mon 1/10/05	100%
818	23.3.9.5 Develop shop/stockroom layouts	Mon 1/17/05	Mon 1/17/05	100%
819	23.3.9.6 Review site preparation requirements for MP equipment	Fri 1/21/05	Fri 1/21/05	100%
820	23.3.9.7 Develop MP equipment maintenance route sheets	Wed 2/2/05	Wed 2/2/05	100%
821	<b>23.3.10 Establish custodial maintenance plans/procedures for L</b>	<b>Mon 12/6/04</b>	<b>Fri 2/11/05</b>	<b>100%</b>
822	23.3.10.1 Review building plans	Mon 12/6/04	Mon 12/6/04	100%
823	23.3.10.2 Inventory building spaces, fixtures, bldg materials	Wed 1/5/05	Wed 1/5/05	100%
824	23.3.10.3 Inventory exterior spaces	Wed 1/5/05	Wed 1/5/05	100%
825	23.3.10.4 Determine custodial maintenance requirements	Mon 1/10/05	Mon 1/10/05	100%
826	23.3.10.5 Determine custodial contract requirements	Mon 1/17/05	Mon 1/17/05	100%
827	23.3.10.6 Develop custodial route sheets	Tue 1/25/05	Tue 1/25/05	100%
828	23.3.10.7 Identify supply requirements	Tue 1/25/05	Tue 1/25/05	100%
829	23.3.10.8 Determine custodial eqpt requirements	Mon 2/7/05	Mon 2/7/05	100%

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ID	Task Name	Current St	Current Fin	% Compl
830	23.3.10.9 Identify use of available custodial spaces	Fri 2/11/05	Fri 2/11/05	100%
831	<b>23.3.11 MAINTENANCE STAFFING REQUIREMENTS- Long Beach</b>	Mon 1/31/05	Mon 2/21/05	100%
832	23.3.11.1 Determine maintenance workload changes/adjust	Mon 1/31/05	Fri 2/11/05	100%
833	23.3.11.1.1 Review maintenance staffing plans	Mon 1/31/05	Mon 1/31/05	100%
834	23.3.11.1.2 Determine supervisory requirements	Tue 2/1/05	Tue 2/1/05	100%
835	23.3.11.1.3 Revise maintenance staffing plans	Mon 2/7/05	Mon 2/7/05	100%
836	23.3.11.1.4 Obtain Area/HQ approval of staffing plans	Fri 2/11/05	Fri 2/11/05	100%
837	<b>23.3.11.2 Brief maintenance unions</b>	Mon 2/21/05	Mon 2/21/05	100%
838	23.3.11.2.1 Establish union briefing schedule	Mon 2/21/05	Mon 2/21/05	100%
839	23.3.11.2.2 Conduct briefing (ongoing)	Mon 2/21/05	Mon 2/21/05	100%
840	<b>23.3.12 MAINTENANCE BID &amp; HIRE PROCEDURES for Long Beach</b>	Tue 2/1/05	Thu 4/21/05	29%
841	23.3.12.1 Review complement requirements	Tue 2/1/05	Tue 2/1/05	100%
842	23.3.12.2 Review PERS	Tue 2/8/05	Tue 2/8/05	100%
843	23.3.12.3 Review hiring registers	Thu 2/10/05	Thu 2/10/05	100%
844	23.3.12.4 Review/revise existing positions	Thu 2/3/05	Mon 2/14/05	100%
845	23.3.12.5 Develop new positions/job descriptions	Fri 2/18/05	Fri 2/25/05	100%
846	23.3.12.6 Establish in-craft PERS	Fri 3/4/05	Fri 3/4/05	100%
847	23.3.12.7 Establish in-service PERS	Mon 2/7/05	Mon 2/7/05	100%
848	<b>23.3.12.8 Fill vacancies</b>	Mon 2/7/05	Thu 4/21/05	25%
849	23.3.12.8.1 Fill vacancies from PARS	Sun 2/13/05	Thu 4/7/05	100%
850	23.3.12.8.2 Fill vacancies from existing in-craft PERS	Sun 2/13/05	Thu 4/7/05	90%
851	23.3.12.8.3 Reassign qualified personnel	Mon 2/14/05	Thu 4/7/05	0%
852	23.3.12.8.4 Fill vacancies from reassignment requests	Mon 2/7/05	Thu 4/21/05	0%
853	23.3.12.8.5 Fill vacancies from existing in-service PERS	Mon 2/7/05	Thu 4/21/05	0%
854	23.3.12.8.6 Fill vacancies from hiring registers	Mon 2/7/05	Thu 4/21/05	0%
855	23.3.12.8.7 Assign supervisors	Thu 3/3/05	Fri 4/1/05	0%
856	<b>23.4 Establish building maintenance plans/procedures -Santa Clarita</b>	Wed 7/21/04	Fri 4/1/05	100%
857	23.4.1 Review building plans/specifications	Wed 8/18/04	Wed 9/1/04	100%
858	23.4.2 Inventory building equipment from blueprints	Wed 7/21/04	Mon 9/6/04	100%
859	23.4.3 Determine building equipment maintenance requirements	Wed 7/21/04	Wed 9/1/04	100%
860	23.4.4 Identify supply requirements	Wed 10/13/04	Tue 10/19/04	100%
861	23.4.5 Identify spare parts lists	Fri 12/3/04	Fri 12/10/04	100%
862	23.4.6 Determine service contract requirements	Fri 12/3/04	Fri 12/10/04	100%
863	23.4.7 Develop building equipment maintenance route sheets	Mon 10/25/04	Fri 12/10/04	100%
864	23.4.8 Develop energy guidelines	Sat 1/15/05	Sat 1/15/05	100%
865	<b>23.4.9 Establish MP equipment maintenance plans/procedures</b>	Fri 11/5/04	Wed 2/2/05	100%
866	23.4.9.1 Review automation plans	Fri 11/5/04	Mon 12/6/04	100%
867	23.4.9.2 Determine MP equipment maintenance requirements	Fri 11/5/04	Mon 12/6/04	100%
868	23.4.9.3 Establish satellite shop plans	Mon 1/10/05	Mon 1/10/05	100%
869	23.4.9.4 Identify existing stockroom equipment	Mon 1/13/05	Mon 1/17/05	100%
870	23.4.9.5 Develop shop/stockroom layouts	Thu 1/13/05	Fri 1/21/05	100%
871	23.4.9.6 Review site preparation requirements for MP equipment	Fri 1/21/05	Wed 2/2/05	100%
872	23.4.9.7 Develop MP equipment maintenance route sheets	Fri 1/21/05	Wed 2/2/05	100%
873	<b>23.4.10 Establish custodial maintenance plans/procedures for Santa Clarita</b>	Fri 11/5/04	Fri 2/11/05	100%
874	23.4.10.1 Review building plans	Fri 11/5/04	Mon 12/6/04	100%
875	23.4.10.2 Inventory building spaces, fixtures, bldg materials	Wed 1/5/05	Wed 1/5/05	100%
876	23.4.10.3 Inventory exterior spaces	Wed 1/5/05	Wed 1/5/05	100%
877	23.4.10.4 Determine custodial maintenance requirements	Mon 1/10/05	Mon 1/10/05	100%
878	23.4.10.5 Determine custodial contract requirements	Mon 1/17/05	Mon 1/17/05	100%
879	23.4.10.6 Develop custodial route sheets	Tue 1/25/05	Tue 1/25/05	100%
880	23.4.10.7 Identify supply requirements	Tue 1/25/05	Tue 1/25/05	100%

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ID	Task Name	Current St	Current Fin	% Compl
881	23.4.10.8 Determine custodial eqpt requirements	Mon 2/7/05	Mon 2/7/05	100%
882	23.4.10.9 Identify use of available custodial spaces	Fri 2/11/05	Fri 2/11/05	100%
883	<b>23.4.11 MAINTENANCE STAFFING REQUIREMENTS -Santa Clar</b>	Thu 1/27/05	Mon 2/21/05	100%
884	<b>23.4.11.1 Determine maintenance workload changes/adjust</b>	Thu 1/27/05	Fri 2/11/05	100%
885	23.4.11.1.1 Review maintenance staffing plans	Mon 1/31/05	Mon 1/31/05	100%
886	23.4.11.1.2 Determine supervisory requirements	Thu 1/27/05	Tue 2/1/05	100%
887	23.4.11.1.3 Revise maintenance staffing plans	Wed 2/2/05	Mon 2/7/05	100%
888	23.4.11.1.4 Obtain Area/HQ approval of staffing plans	Thu 2/3/05	Fri 2/11/05	100%
889	<b>23.4.11.2 Brief maintenance unions</b>	Mon 2/14/05	Mon 2/21/05	100%
890	23.4.11.2.1 Establish union briefing schedule	Mon 2/21/05	Mon 2/21/05	100%
891	23.4.11.2.2 Conduct briefing (ongoing)	Mon 2/14/05	Mon 2/21/05	100%
892	<b>23.4.12 MAINTENANCE BID &amp; HIRE PROCEDURES -Santa Clarit</b>	Tue 2/1/05	Fri 4/1/05	100%
893	23.4.12.1 Review complement requirements	Tue 2/1/05	Tue 2/1/05	100%
894	23.4.12.2 Review PERS	Tue 2/8/05	Tue 2/8/05	100%
895	23.4.12.3 Review hiring registers	Thu 2/10/05	Thu 2/10/05	100%
896	23.4.12.4 Review/revise existing positions	Mon 2/14/05	Mon 2/14/05	100%
897	23.4.12.5 Develop new positions/job descriptions	Fri 2/25/05	Fri 2/25/05	100%
898	23.4.12.6 Establish in-craft PERS	Fri 3/4/05	Fri 3/4/05	100%
899	23.4.12.7 Establish in-service PERS	Mon 2/7/05	Mon 2/7/05	100%
900	<b>23.4.12.8 Fill vacancies</b>	Tue 2/15/05	Fri 4/1/05	100%
901	23.4.12.8.1 Fill vacancies from PARS	Tue 3/8/05	Tue 3/8/05	100%
902	23.4.12.8.2 Fill vacancies from existing in-craft PERS	Tue 3/8/05	Tue 3/8/05	100%
903	23.4.12.8.3 Reassign qualified personnel	Tue 3/8/05	Tue 3/8/05	100%
904	23.4.12.8.4 Fill vacancies from reassignment requests	Tue 2/15/05	Tue 2/15/05	100%
905	23.4.12.8.5 Fill vacancies from existing in-service PERS	Tue 2/15/05	Tue 2/15/05	100%
906	23.4.12.8.6 Fill vacancies from hiring registers	Tue 2/15/05	Tue 2/15/05	100%
907	23.4.12.8.7 Assign supervisors	Fri 4/1/05	Fri 4/1/05	100%
908	<b>23.5 Establish building maintenance plans/procedures for Worldwa</b>	Wed 9/1/04	Fri 4/1/05	100%
909	23.5.1 Review building plans/specifications	Wed 9/1/04	Wed 9/1/04	100%
910	23.5.2 Inventory building equipment from blueprints	Mon 9/6/04	Mon 9/6/04	100%
911	23.5.3 Determine building equipment maintenance requirements	Wed 9/1/04	Wed 9/1/04	100%
912	23.5.4 Identify supply requirements	Tue 10/19/04	Tue 10/19/04	100%
913	23.5.5 Identify spare parts lists	Fri 12/10/04	Fri 12/10/04	100%
914	23.5.6 Determine service contract requirements	Fri 12/10/04	Fri 12/10/04	100%
915	23.5.7 Develop building equipment maintenance route sheets	Fri 12/10/04	Fri 12/10/04	100%
916	23.5.8 Develop energy guidelines	Sat 1/15/05	Sat 1/15/05	100%
917	<b>23.5.9 Establish MP equipment maintenance plans/procedures 1</b>	Mon 12/6/04	Wed 2/2/05	100%
918	23.5.9.1 Review automation plans	Mon 12/6/04	Mon 12/6/04	100%
919	23.5.9.2 Determine MP equipment maintenance requirements	Mon 12/6/04	Mon 12/6/04	100%
920	23.5.9.3 Establish satellite shop plans	Mon 1/10/05	Mon 1/10/05	100%
921	23.5.9.4 Identify existing stockroom equipment	Mon 1/10/05	Mon 1/10/05	100%
922	23.5.9.5 Develop shop/stockroom layouts	Mon 1/17/05	Mon 1/17/05	100%
923	23.5.9.6 Review site preparation requirements for MP equipment	Fri 1/21/05	Fri 1/21/05	100%
924	23.5.9.7 Develop MP equipment maintenance route sheets	Wed 2/2/05	Wed 2/2/05	100%
925	<b>23.5.10 Establish custodial maintenance plans/procedures for V</b>	Mon 12/6/04	Fri 2/11/05	100%
926	23.5.10.1 Review building plans	Mon 12/6/04	Mon 12/6/04	100%
927	23.5.10.2 Inventory building spaces, fixtures, bldg materials	Wed 1/5/05	Wed 1/5/05	100%
928	23.5.10.3 Inventory exterior spaces	Wed 1/5/05	Wed 1/5/05	100%
929	23.5.10.4 Determine custodial maintenance requirements	Mon 1/10/05	Mon 1/10/05	100%
930	23.5.10.5 Determine custodial contract requirements	Mon 1/17/05	Mon 1/17/05	100%
931	23.5.10.6 Develop custodial route sheets	Tue 1/25/05	Tue 1/25/05	100%

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ID	Task Name	Current St	Current Fin	% Compl
932	23.5.10.7 Identify supply requirements	Tue 1/25/05	Tue 1/25/05	100%
933	23.5.10.8 Determine custodial eqpt requirements	Mon 2/7/05	Mon 2/7/05	100%
934	23.5.10.9 Identify use of available custodial spaces	Fri 2/11/05	Fri 2/11/05	100%
935	<b>23.5.11 MAINTENANCE STAFFING REQUIREMENTS Worldway /</b>	<b>Mon 1/31/05</b>	<b>Mon 2/21/05</b>	<b>100%</b>
936	23.5.11.1 Determine maintenance workload changes/adjust	Mon 1/31/05	Fri 2/11/05	100%
937	23.5.11.1.1 Review maintenance staffing plans	Mon 1/31/05	Mon 1/31/05	100%
938	23.5.11.1.2 Determine supervisory requirements	Tue 2/1/05	Tue 2/1/05	100%
939	23.5.11.1.3 Revise maintenance staffing plans	Mon 2/7/05	Mon 2/7/05	100%
940	23.5.11.1.4 Obtain Area/HQ approval of staffing plans	Fri 2/11/05	Fri 2/11/05	100%
941	<b>23.5.11.2 Brief maintenance unions</b>	<b>Mon 2/21/05</b>	<b>Mon 2/21/05</b>	<b>100%</b>
942	23.5.11.2.1 Establish union briefing schedule	Mon 2/21/05	Mon 2/21/05	100%
943	23.5.11.2.2 Conduct briefing (ongoing)	Mon 2/21/05	Mon 2/21/05	100%
944	<b>23.5.12 MAINTENANCE BID &amp; HIRE PROCEDURES -Worldway A</b>	<b>Mon 12/6/04</b>	<b>Fri 4/1/05</b>	<b>100%</b>
945	23.5.12.1 Review complement requirements	Tue 2/1/05	Tue 2/1/05	100%
946	23.5.12.2 Review PERS	Tue 2/8/05	Tue 2/8/05	100%
947	23.5.12.3 Review hiring registers	Thu 2/10/05	Thu 2/10/05	100%
948	23.5.12.4 Review/revise existing positions	Mon 2/14/05	Mon 2/14/05	100%
949	23.5.12.5 Develop new positions/job descriptions	Fri 2/25/05	Fri 2/25/05	100%
950	23.5.12.6 Establish in-craft PERS	Fri 3/4/05	Fri 3/4/05	100%
951	23.5.12.7 Establish in-service PERS	Mon 2/7/05	Mon 2/7/05	100%
952	<b>23.5.12.8 Fill vacancies</b>	<b>Mon 12/6/04</b>	<b>Fri 4/1/05</b>	<b>100%</b>
953	23.5.12.8.1 Fill vacancies from PARS	Thu 1/13/05	Tue 3/8/05	100%
954	23.5.12.8.2 Fill vacancies from existing in-craft PERS	Thu 1/13/05	Tue 3/8/05	100%
955	23.5.12.8.3 Reassign qualified personnel	Thu 1/13/05	Tue 3/8/05	100%
956	23.5.12.8.4 Fill vacancies from reassignment requests	Mon 12/6/04	Tue 2/15/05	100%
957	23.5.12.8.5 Fill vacancies from existing in-service PERS	Mon 12/6/04	Tue 2/15/05	100%
958	23.5.12.8.6 Fill vacancies from hiring registers	Mon 12/6/04	Tue 2/15/05	100%
959	23.5.12.8.7 Assign supervisors	Thu 3/3/05	Fri 4/1/05	100%
960	<b>23.6 Establish building maintenance plans/procedures - Los Angeles</b>	<b>Wed 9/1/04</b>	<b>Fri 2/11/05</b>	<b>100%</b>
961	23.6.1 Review building plans/specifications	Wed 9/1/04	Wed 9/1/04	100%
962	23.6.2 Inventory building equipment from blueprints	Mon 9/6/04	Mon 9/6/04	100%
963	23.6.3 Determine building equipment maintenance requirements	Wed 9/1/04	Wed 9/1/04	100%
964	23.6.4 Identify supply requirements	Tue 10/19/04	Tue 10/19/04	100%
965	23.6.5 Identify spare parts lists	Fri 12/10/04	Fri 12/10/04	100%
966	23.6.6 Determine service contract requirements	Fri 12/10/04	Fri 12/10/04	100%
967	23.6.7 Develop building equipment maintenance route sheets	Fri 12/10/04	Fri 12/10/04	100%
968	23.6.8 Develop energy guidelines	Sat 1/15/05	Sat 1/15/05	100%
969	<b>23.6.9 Establish MP equipment maintenance plans/procedures</b>	<b>Mon 12/6/04</b>	<b>Wed 2/2/05</b>	<b>100%</b>
970	23.6.9.1 Review automation plans	Mon 12/6/04	Mon 12/6/04	100%
971	23.6.9.2 Determine MP equipment maintenance requirements	Mon 12/6/04	Mon 12/6/04	100%
972	23.6.9.3 Establish satellite shop plans	Mon 1/10/05	Mon 1/10/05	100%
973	23.6.9.4 Identify existing stockroom equipment	Mon 1/10/05	Mon 1/10/05	100%
974	23.6.9.5 Develop shop/stockroom layouts	Mon 1/17/05	Mon 1/17/05	100%
975	23.6.9.6 Review site preparation requirements for MP equipment	Fri 1/21/05	Fri 1/21/05	100%
976	23.6.9.7 Develop MP equipment maintenance route sheets	Wed 2/2/05	Wed 2/2/05	100%
977	<b>23.6.10 Establish custodial maintenance plans/procedures for L</b>	<b>Mon 12/6/04</b>	<b>Fri 2/11/05</b>	<b>100%</b>
978	23.6.10.1 Review building plans	Mon 12/6/04	Mon 12/6/04	100%
979	23.6.10.2 Inventory building spaces, fixtures, bldg materials	Wed 1/5/05	Wed 1/5/05	100%
980	23.6.10.3 Inventory exterior spaces	Wed 1/5/05	Wed 1/5/05	100%
981	23.6.10.4 Determine custodial maintenance requirements	Mon 1/10/05	Mon 1/10/05	100%
982	23.6.10.5 Determine custodial contract requirements	Mon 1/17/05	Mon 1/17/05	100%

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ID	Task Name	Current St	Current Fin	% Compl
983	23.6.10.6 Develop custodial route sheets	Tue 1/25/05	Tue 1/25/05	100%
984	23.6.10.7 Identify supply requirements	Tue 1/25/05	Tue 1/25/05	100%
985	23.6.10.8 Determine custodial eqpt requirements	Mon 2/7/05	Mon 2/7/05	100%
986	23.6.10.9 Identify use of available custodial spaces	Fri 2/11/05	Fri 2/11/05	100%
987				
988	<b>24 MAINTENANCE PERSONNEL TRAINING</b>	Fri 4/15/05	Mon 5/16/05	100%
989	<b>24.1 BUILDING</b>	Fri 4/15/05	Mon 5/16/05	100%
990	24.1.1 Review contractor provided training	Fri 4/15/05	Fri 4/15/05	100%
991	24.1.2 Schedule contractor provided training	Tue 4/19/05	Tue 4/19/05	100%
992	24.1.3 Finalize schedule for contractor provided training	Fri 4/29/05	Fri 4/29/05	100%
993	24.1.4 Attend contractor provided training	Mon 5/16/05	Mon 5/16/05	100%
994	24.2 Mail processing equipment training	Mon 5/2/05	Mon 5/2/05	100%
995				
996	<b>25 PROCESSING EQUIPMENT MOVE STRATEGY</b>	Mon 6/7/04	Tue 7/5/05	81%
997	25.1 Identify Equipment to be relocated	Mon 6/7/04	Mon 1/24/05	100%
998	25.1.1 Identify Destination for relocated equipment	Mon 6/7/04	Fri 10/1/04	100%
999	25.1.2 Identify Time Frame equipment will be at the designated	Mon 1/24/05	Mon 1/24/05	100%
1000	25.1.2.1 Automation Equipment	Mon 1/24/05	Mon 1/24/05	100%
1001	25.1.2.2 Mechanization Equipment	Mon 1/24/05	Mon 1/24/05	100%
1002	25.1.2.3 Material handling Equipment	Mon 1/24/05	Mon 1/24/05	100%
1003	25.2 Develop sequential move plan	Mon 11/29/04	Thu 4/7/05	69%
1004	25.2.1 Develop spare parts move plan	Mon 11/29/04	Mon 11/29/04	100%
1005	25.2.2 Submit spare parts move plan	Sun 1/16/05	Sun 1/16/05	100%
1006	25.2.3 Additional Source DATA for LA P&DC	Mon 1/17/05	Mon 1/17/05	100%
1007	25.2.4 Develop Registry Section move plan	Tue 3/1/05	Wed 3/23/05	85%
1008	25.2.5 Confidential registry section move plan	Tue 3/1/05	Tue 3/15/05	60%
1009	25.2.6 Develop other workroom equipment move plan	Wed 3/16/05	Wed 3/16/05	60%
1010	25.2.7 Submit other workroom equipment move plan	Fri 3/25/05	Thu 4/7/05	50%
1011	25.2.8 Develop administrative area move plan	Fri 4/1/05	Fri 4/1/05	0%
1012	25.2.9 Submit administrative area move plan	Sat 4/2/05	Mon 4/4/05	25%
1013	25.3 Inform staff of move plan	Mon 1/31/05	Tue 7/5/05	77%
1014	<b>25.4 DETAILED MOVE PLAN</b>	Mon 1/31/05	Tue 7/5/05	82%
1015	25.4.1 Develop detailed sequential move plan	Mon 1/31/05	Mon 3/28/05	100%
1016	25.4.1.1 Develop move-in block layout	Tue 3/1/05	Mon 3/28/05	100%
1017	25.4.1.2 Develop equipment labeling plan	Tue 3/29/05	Tue 3/29/05	0%
1018	25.4.1.3 Submit documented equipment labeling plan	Tue 3/29/05	Tue 3/29/05	0%
1019	25.4.1.4 Determine all items to be moved	Mon 1/31/05	Tue 7/5/05	68%
1020	25.4.1.4.1 Move CFS ZIP 905 to Santa Ana	Mon 1/31/05	Wed 2/23/05	100%
1021	25.4.1.4.2 Move 5 DBCS's to Long Beach	Fri 2/18/05	Mon 2/21/05	100%
1022	25.4.1.4.3 Move 1 AFSM 100 to Long Beach	Mon 1/31/05	Thu 2/17/05	100%
1023	25.4.1.4.4 SWYB, and AAA move to LA P&DC	Mon 3/7/05	Thu 4/14/05	100%
1024	25.4.1.4.5 Move 1 AFSM from Marina to LA	Mon 4/4/05	Thu 4/14/05	100%
1025	25.4.1.4.6 Move 1 AFSM from Marina to LA	Sat 4/30/05	Tue 5/10/05	0%
1026	25.4.1.4.7 Move 1 AFSM from Marina to LA	Mon 5/16/05	Tue 5/24/05	0%
1027	25.4.1.4.8 Move 5 float DBCS's into Marina and 2 float DBK	Fri 6/17/05	Wed 6/22/05	100%
1028	25.4.1.4.9 Move 8 DBCS's from Marina to LA - ZIP 903-90	Fri 6/24/05	Mon 6/27/05	0%
1029	25.4.1.4.10 Move 5 DBCS's from Marina to LA	Fri 6/24/05	Mon 6/27/05	0%
1030	25.4.1.4.11 Move 24 DBCS's from Marina to LA	Mon 6/27/05	Tue 6/28/05	0%
1031	25.4.1.4.12 Relocate 5 float DBCS's back to point of origin	Wed 6/29/05	Tue 7/5/05	0%
1032	25.4.1.4.13 Move LCTS from Marina LA P&DC	Sat 4/23/05	Fri 4/29/05	100%
1033	25.4.1.4.14 Move Marina UFSM1000 to LA P&DC	Mon 6/13/05	Thu 6/23/05	0%

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ID	Task Name	Current St	Current Fin	% Compl
1034	25.4.1.5 Develop detailed move timetable	Tue 2/1/05	Mon 3/14/05	100%
1035	25.4.1.6 Submit master move schedule.	Mon 3/14/05	Mon 3/14/05	100%
1036	25.4.1.7 Determine move equipment and personnel	Wed 3/9/05	Tue 3/22/05	100%
1037	25.4.1.8 Specialized move equipment; master move schedule	Thu 2/17/05	Tue 4/12/05	90%
1038	25.4.2 Publish/distribute move plan	Wed 4/13/05	Thu 4/14/05	90%
1039	25.4.3 Obtain move contract	Tue 4/12/05	Thu 5/5/05	0%
1040	25.4.3.1 Develop move plan statement of work	Thu 4/12/05	Wed 4/13/05	0%
1041	25.4.3.2 Completed statement of work	Thu 4/14/05	Mon 4/18/05	0%
1042	25.4.3.3 Bid/issue move contract	Tue 4/19/05	Fri 4/29/05	0%
1043	25.4.3.4 Submit bid evaluation documentation	Fri 4/29/05	Fri 4/29/05	0%
1044	25.4.3.5 Orient move contractor	Thu 5/5/05	Thu 5/5/05	0%
1045				
1046	<b>26 TURNKEY EQUIPMENT REQUIREMENTS</b>	Wed 12/1/04	Fri 4/22/05	80%
1047	26.1 Determine equipment which can be turnkeyed	Wed 12/1/04	Wed 12/1/04	100%
1048	26.2 Submit complete list of required turnkey equipment	Mon 1/24/05	Mon 1/24/05	100%
1049	26.3 Locate sources of turnkey equipment	Wed 12/1/04	Wed 12/1/04	100%
1050	26.4 List containing each piece of turnkey equipment	Fri 1/21/05	Fri 1/21/05	100%
1051	26.5 Obtain turnkey equipment/commitment for new consolidated facility	Tue 3/15/05	Fri 4/22/05	75%
1052	26.6 Shipping and delivery directions for available turnkey equipment	Tue 4/12/05	Mon 4/18/05	100%
1053				
1054	<b>27 PROCUREMENT</b>	Wed 9/29/04	Thu 5/26/05	52%
1055	27.1 Procure PFE	Wed 9/29/04	Tue 10/26/04	100%
1056	27.1.1 Determine PFE requirements	Wed 9/29/04	Wed 9/29/04	100%
1057	27.1.2 Develop PFE "required by" schedule	Wed 10/6/04	Wed 10/6/04	100%
1058	27.1.3 Order PFE per "required by" schedule	Wed 10/13/04	Wed 10/13/04	100%
1059	27.1.4 Completed Ebuy7381s	Tue 10/26/04	Tue 10/26/04	100%
1060	<b>27.2 Procure signs/bulletin boards</b>	Wed 9/29/04	Fri 3/18/05	38%
1061	27.2.1 Determine sign requirements	Fri 1/14/05	Fri 3/18/05	55%
1062	27.2.1.1 Determine sign requirements	Fri 1/14/05	Wed 2/9/05	0%
1063	27.2.1.2 Submit Sign requirements list.	Thu 2/10/05	Thu 2/10/05	0%
1064	27.2.1.3 Inventory existing signs	Fri 2/11/05	Thu 2/24/05	100%
1065	27.2.1.4 Develop master sign list	Fri 2/25/05	Thu 3/3/05	100%
1066	27.2.1.5 Submit master sign list	Fri 3/4/05	Fri 3/4/05	100%
1067	27.2.1.6 Design signs as required	Sat 3/5/05	Fri 3/18/05	100%
1068	27.2.2 Determine bulletin board requirements	Wed 9/29/04	Wed 9/29/04	100%
1069	27.2.3 Develop sign/bulletin board "required by" schedule	Fri 10/1/04	Fri 10/1/04	100%
1070	27.2.4 Order signs/bulletin boards per "required by" schedule	Fri 10/8/04	Fri 10/8/04	100%
1071	27.2.5 Completed Ebuy7381s	Wed 12/1/04	Thu 3/17/05	25%
1072	<b>27.3 Procure other equipment/furniture/supplies</b>	Fri 1/14/05	Wed 3/9/05	71%
1073	27.3.1 Develop equipment/furniture/supplies "required by" schedule	Fri 1/21/05	Thu 2/24/05	60%
1074	27.3.2 Submit additional equipment and furniture list	Fri 2/25/05	Fri 2/25/05	60%
1075	27.3.3 Order equipment/furniture/supplies per schedule (ongoing)	Fri 1/14/05	Wed 3/9/05	100%
1076	27.3.4 Determine Schedule to procure/transfer service contracts	Fri 1/14/05	Wed 2/23/05	50%
1077	27.3.5 Submit listing of service contracts required	Thu 2/24/05	Wed 3/9/05	50%
1078	<b>27.4 Capital Equipment Accountability</b>	Wed 9/29/04	Thu 5/26/05	50%
1079	27.4.1 Marina Equipment Relocated to LA P&DC	Wed 9/29/04	Tue 5/17/05	50%
1080	27.4.2 Excess Marina Equipment	Thu 5/26/05	Thu 5/26/05	25%
1081				
1082	<b>28 RECEIVE/STORE EQUIPMENT AND PFE</b>	Thu 9/9/04	Mon 4/4/05	100%
1083	28.1 Determine Bldg 113 storage requirements	Tue 10/5/04	Mon 10/11/04	100%
1084	28.1.1 Determine warehouse personnel	Tue 10/5/04	Mon 10/11/04	100%

**MARINA AMP  
and  
LOS ANGELES PROCESSING and DISTRIBUTION CENTER  
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ID	Task Name	Current St	Current Fin	% Compl
1085	28.1.2 Submit personnel requirements list and schedule	Mon 10/11/04	Mon 10/11/04	100%
1086	28.1.3 Determine warehouse equipment	Tue 10/5/04	Mon 10/11/04	100%
1087	28.1.4 Submit list of equipment	Mon 10/11/04	Mon 10/11/04	100%
1088	28.2 Develop warehouse layout	Mon 10/4/04	Mon 10/4/04	100%
1089	28.3 Submit documented warehouse layout	Fri 10/15/04	Fri 10/15/04	100%
1090	28.4 Develop and implement storage tracking system	Thu 9/9/04	Mon 9/13/04	100%
1091	28.5 Submit documented plan	Thu 9/16/04	Thu 9/16/04	100%
1092	28.6 Receive equipment (ongoing)	Fri 10/1/04	Mon 4/4/05	100%
1093	28.7 Updated procurement forecast/status listing	Thu 11/4/04	Thu 11/4/04	100%
1094				
1095	<b>29 BENEFICIAL OCCUPANCY of SSM/Warehouse/Sack City</b>	Wed 1/26/05	Wed 4/20/05	99%
1096	29.1 Determine occupancy priority areas	Wed 1/26/05	Tue 2/1/05	100%
1097	29.2 Review preferred schedule w/ contractor	Tue 2/1/05	Mon 2/14/05	100%
1098	29.3 Beneficial occupancy begins	Wed 4/20/05	Wed 4/20/05	0%
1099				
1100	<b>30 INSTALL/TEST FLOAT/NEW EQUIPMENT</b>	Mon 1/3/05	Mon 5/2/05	79%
1101	30.1 Institute equipment maintenance	Tue 2/1/05	Sun 4/24/05	38%
1102	30.1.1 Establish/update EMARS	Tue 2/1/05	Tue 2/1/05	100%
1103	30.1.2 Layout stockroom cabinets	Sun 2/6/05	Sun 2/6/05	100%
1104	30.1.3 Submit stockroom cabinet layout	Mon 2/7/05	Mon 2/7/05	100%
1105	30.1.4 Move selected maintenance shops	Wed 4/20/05	Sun 4/24/05	25%
1106	<b>30.2 Install/test MP float/new equipment</b>	Mon 1/3/05	Mon 5/2/05	84%
1107	30.2.1 Verify actual move dates of equipment	Mon 1/3/05	Mon 1/24/05	100%
1108	30.2.2 Submit schedule for delivery of turnkey equipment	Wed 2/16/05	Wed 2/16/05	100%
1109	30.2.3 Verify MP equipment site preparation completed	Thu 1/27/05	Tue 3/1/05	100%
1110	30.2.4 Completed status checklist	Fri 4/1/05	Fri 4/1/05	100%
1111	30.2.5 Obtain mail for equipment testing	Fri 4/1/05	Wed 4/20/05	50%
1112	30.2.6 Install and test float/new equipment	Wed 4/27/05	Mon 5/2/05	50%
1113	30.2.7 Submit installation and testing schedule	Sun 4/10/05	Sun 4/10/05	50%
1114				
1115	<b>31 CONSTRUCTION COMPLETION</b>	Mon 6/6/05	Mon 6/6/05	60%
1116				
1117	<b>32 EQUIPMENT RELOCATION/EXCESS</b>	Mon 1/31/05	Mon 6/20/05	33%
1118	32.1 One AFSM100 from San Francisco P&DC to Santa Clarita	Mon 3/7/05	Thu 3/24/05	100%
1119	32.2 One SPBS from Worldway to Redding	Tue 2/15/05	Mon 2/28/05	100%
1120	32.3 Second SPBS from Worldway-hold for Van Nuys Cluster	Mon 6/6/05	Fri 6/17/05	0%
1121	32.4 One AFCS from Marina to Phoenix	Mon 4/18/05	Fri 4/29/05	0%
1122	32.5 One AFCS from Marina to be sent to San Bernardino	Thu 3/24/05	Tue 3/29/05	100%
1123	32.6 One AFCS from Marina to Long Beach	Sun 3/6/05	Fri 3/11/05	100%
1124	32.7 Two LCOCRs will be converted to DBCS and used as a float for Mail	Mon 2/7/05	Thu 4/14/05	100%
1125	32.8 Two MLOCRs from Marina to LA P&DC	Sun 6/19/05	Mon 6/20/05	0%
1126	32.9 One MLOCR from Worldway to Elko, NV	Fri 6/10/05	Fri 6/17/05	0%
1127	32.10 One MLOCR from Worldway to be used in Pacific Area	Wed 6/1/05	Tue 6/7/05	0%
1128	32.11 One AFSM100 from Worldway to be relocated to Long Beach Plan	Mon 1/31/05	Mon 2/14/05	100%
1129	32.12 Three MPBCS from Worldway to be disposed	Mon 3/28/05	Tue 4/12/05	0%
1130	32.13 Two MPBCS from Marina to be immediately disposed	Wed 5/18/05	Wed 6/1/05	0%
1131	32.14 Remaining MPBCS from Marina to be sold or disposed after AMP	Thu 5/19/05	Wed 6/1/05	0%
1132	32.15 One flats canceller from Marina to LA P&DC	Sat 3/5/05	Thu 3/10/05	100%
1133	32.16 Remaining flats cancellers to be excessed and/or disposed	Mon 5/23/05	Wed 6/1/05	0%
1134	32.17 Marina 010 Barney System to be evaluated for relocation (partial to	Thu 5/19/05	Wed 6/1/05	0%
1135	32.18 Extendible conveyors to be sold or disposed	Fri 4/15/05	Tue 5/31/05	0%

LOS ANGELES PROCESSING and DISTRIBUTION CENTER  
CONSOLIDATION PLAN

ID	Task Name	Current St	Current Fin	% Compl
1136	32.19 MPI servers and wiring to be taken and relocated to Anaheim P&D	Mon 5/23/05	Wed 6/1/05	0%
1137	32.20 IPSS to be relocated to Anaheim P&DF for So Cal consolidated R1	Wed 5/4/05	Mon 5/16/05	0%
1138	32.21 RCR accelerators to be relocated to enhance LA P&DC's system	Wed 5/4/05	Mon 5/16/05	0%
1139	32.22 Marina SPBS to Pasadena	Mon 4/25/05	Fri 4/29/05	100%
1140	32.23 Marina SPBS - hold for Van Nuys Cluster	Wed 6/1/05	Tue 6/14/05	0%
1141	32.24 Marina NDSS relocated to Elko, NV	Wed 6/1/05	Tue 6/7/05	0%
1142	32.25 Remove all RIOSS hardware from Worldway ATO	Fri 4/1/05	Tue 5/17/05	0%
1143	32.26 One DPRC relocated to Phoenix	Tue 5/17/05	Sat 5/21/05	0%
1144	32.27 One DPRC relocated to LA P&DC	Sat 5/21/05	Thu 5/26/05	0%
1145	32.28 One UFSM 1000 to Phoenix	Thu 5/12/05	Tue 5/17/05	0%
1146	32.29 One LMLM to Oakland P&DC	Tue 3/15/05	Mon 3/28/05	100%
1147				
1148	<b>33 POSTALIZATION</b>	<b>Tue 4/26/05</b>	<b>Tue 5/3/05</b>	<b>17%</b>
1149	33.1 Establish final building maintenance and postalization	Sat 4/30/05	Tue 5/3/05	0%
1150	33.2 Submit detailed postalization checklist	Sun 5/1/05	Sun 5/1/05	0%
1151	33.3 Install signs/bulletin boards at old/new facility	Tue 4/26/05	Sat 4/30/05	0%
1152	33.4 Install traffic controls and signs	Tue 4/26/05	Sat 4/30/05	0%
1153	33.5 Master sign list	Sat 4/30/05	Sat 4/30/05	0%
1154	<b>33.6 Ensure facility safety procedures/equipment in place</b>	<b>Sat 4/30/05</b>	<b>Tue 5/3/05</b>	<b>60%</b>
1155	33.6.1 Post evacuation drawings	Sat 4/30/05	Mon 5/2/05	0%
1156	33.6.2 Conduct environmental review	Sat 4/30/05	Tue 5/3/05	100%
1157	33.6.3 Submit environmental checklist	Sun 5/1/05	Sun 5/1/05	100%
1158				
1159	<b>34 OPERATIONAL READINESS REVIEW</b>	<b>Wed 4/6/05</b>	<b>Wed 4/27/05</b>	<b>72%</b>
1160	34.1 Prepare operations presentations	Wed 4/6/05	Fri 4/15/05	100%
1161	34.2 Deliver operations presentations	Mon 4/18/05	Wed 4/27/05	50%
1162				
1163	<b>35 MOVE OPERATIONS</b>	<b>Wed 12/29/04</b>	<b>Tue 5/31/05</b>	<b>32%</b>
1164	35.1 Prepare for move	Wed 12/29/04	Mon 5/9/05	33%
1165	35.1.1 Prepare/publish public news release with move date	Tue 3/1/05	Fri 4/15/05	0%
1166	35.1.2 Develop official mail SOP	Wed 3/30/05	Fri 4/1/05	100%
1167	35.1.3 Purge files and records	Wed 12/29/04	Tue 3/1/05	50%
1168	35.1.4 Label existing equipment/furniture	Sat 4/23/05	Tue 5/3/05	0%
1169	35.1.5 Mark floor with equipment/furniture locations	Mon 5/2/05	Mon 5/9/05	90%
1170	35.2 Move to new facility	Wed 5/25/05	Tue 5/31/05	20%
1171				
1172	<b>36 MOVE COMPLETION</b>	<b>Thu 6/2/05</b>	<b>Thu 6/2/05</b>	<b>20%</b>
1173				
1174	<b>37 FOLLOW-UP ACTIVITIES</b>	<b>Fri 4/1/05</b>	<b>Wed 6/7/05</b>	<b>21%</b>
1175	37.1 Adjourn activation committee	Fri 4/1/05	Mon 5/23/05	0%
1176	37.1.1 Complete open house plan details	Fri 4/1/05	Wed 4/27/05	0%
1177	37.1.2 Conduct open house	Mon 5/16/05	Mon 5/23/05	0%
1178	<b>37.2 Review operations</b>	<b>Tue 4/5/05</b>	<b>Wed 8/3/05</b>	<b>24%</b>
1179	37.2.1 Assess operations effectiveness	Mon 6/6/05	Mon 6/6/05	100%
1180	37.2.2 Submit Minutes of operational effectiveness meetings	Mon 5/9/05	Mon 6/6/05	0%
1181	37.2.3 Conduct post-move safety inspections	Tue 4/5/05	Mon 6/6/05	50%
1182	37.2.4 Submit certification of safety compliance	Tue 4/5/05	Mon 6/6/05	50%
1183	37.2.5 Update operating plan	Tue 4/12/05	Wed 6/1/05	0%
1184	37.2.6 Submit updated operating plan	Wed 6/1/05	Wed 6/1/05	0%
1185	37.2.7 Adjust staffing	Wed 6/1/05	Mon 8/1/05	0%

LOS ANGELES PROCESSING and DISTRIBUTION CENTER  
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ID	Task Name	Current St	Current Fin	% Compl
1186	37.2.6 Submit updated staffing plan	Wed 8/3/05	Wed 8/3/05	0%
1187	37.3 Punch list warranted items - 6 Month	Tue 12/6/05	Wed 12/7/05	0%
1188	37.3.1 Punch list site	Tue 12/6/05	Tue 12/6/05	0%
1189	37.3.2 Submit outstanding punch list items.	Wed 12/7/05	Wed 12/7/05	0%
1190	37.3.3 Punch list building	Tue 12/6/05	Tue 12/6/05	0%
1191	37.3.4 Punch list building systems	Wed 12/7/05	Wed 12/7/05	0%
1192	37.4 Punch list warranted items - 1 Year	Tue 6/6/06	Wed 6/7/06	0%
1193	37.4.1 Punch list site	Tue 6/6/06	Tue 6/6/06	0%
1194	37.4.2 Submit outstanding punch list items.	Wed 6/7/06	Wed 6/7/06	0%
1195	37.4.3 Punch list building	Tue 6/6/06	Tue 6/6/06	0%
1196	37.4.4 Submit outstanding punch list items	Wed 6/7/06	Wed 6/7/06	0%
1197	37.4.5 Punch list building systems	Tue 6/6/06	Tue 6/6/06	0%

RESPONSE OF UNITED STATES POSTAL SERVICE WITNESS WILLIAMS  
TO INTERROGATORY OF POSTCOM

**POSTCOM/USPS-T2-2.**

- (a) During the course of an AMP implementation, does the Postal Service monitor whether service standards are being met? If so, how?
- (b) During the course of an AMP implementation, does the Postal Service monitor whether service is being provided consistent with the levels of service described in the approved AMP Proposal? If so, how?
- (c) Please describe the management oversight given to any monitoring described in response to (a) or (b) during the course of an AMP implementation.
- (d) What systems or processes are in place to prevent service interruptions or delays related to an AMP implementation?
- (e) What reporting, information systems, or data does the Postal Service use to monitor AMP implementations?
- (f) What reporting, information systems, or data does the Postal Service use to monitor delivery performance? (If these systems or data apply to particular classes of mail, please identify the applicable mail class.)
- (g) Has the Postal Service used CONFIRM data to monitor implementation of consolidations? If so, please describe when and how. If not, please explain why not.

**RESPONSE:**

- (a) Monitoring of service standard achievement by reference to data generated by applicable service performance or time-in-transit data systems is a routine function of postal management at all levels, irrespective of ongoing implementation of consolidation plans. For instance, managers interested in First-Class Mail service performance for particular Performance Clusters or 3-digit ZIP Code areas may examine data generated by the External First-Class (EXFC) system or the Origin-Destination Information System (ODIS).

RESPONSE OF UNITED STATES POSTAL SERVICE WITNESS WILLIAMS  
TO INTERROGATORY OF POSTCOM

**RESPONSE TO POSTCOM/USPS-T2-2 (continued):**

- (b) AMP consolidation decisions address service standard changes applicable to affected 3-digit ZIP Code pairs. The decisions do not address levels of service standard achievement. Accordingly, see the response to subpart (a).
- (c) See the response to subpart (a).
- (d) See the response to subpart (b). Routine local day-to-day operational oversight, quick analysis of problems, and effective corrective action will minimize the degree to which mail processing and delivery delays or interruptions occur, especially in the midst of a major local operational transition.
- (e) The Postal Service relies on the AMP post-implementation review process (see page 11 of USPS Library Reference N2006-1/3) to monitor AMP implementation status.
- (f) The Product Tracking System generates Express Mail service performance data. EXFC generates First-Class Mail service performance data. The Product Tracking System generates Delivery Confirmation Priority Mail – Retail (DCPM-R) service performance data and Delivery Confirmation Package Services performance data. The Origin-Destination Information System generates time-in-transit data for First-Class Mail, Priority Mail, and Package Services mail. At

RESPONSE OF UNITED STATES POSTAL SERVICE WITNESS WILLIAMS  
TO INTERROGATORY OF POSTCOM

**RESPONSE TO POSTCOM/USPS-T2-2 (continued):**

present, the Postal Service has no similar systems for measuring Standard Mail or Periodicals service performance.

- (g) The primary vehicle for monitoring implementation of AMP consolidations at the Headquarters level is through the post-implementation review process described in USPS Library Reference N2006-1/3. It should be emphasized that the primary objectives of AMP consolidations are to achieve efficiency by moving certain operations – mail, personnel and equipment from one facility to another. Changes in service standards can be a consequence of consolidations. As explained in response to subpart (a), to the extent that it has systems designed for those purposes, the Postal Service routinely monitors service performance and/or time-in-transit for various mail classes, irrespective of consolidations that might affect particular 3-digit ZIP Code areas. I am informed that there is no standard “start-the-clock” for CONFIRM mail, and that this prevents its use as a measure of service performance. I am not aware of any postal monitoring of AMP consolidation implementation by examination of a particular CONFIRM subscriber’s data, for the purpose of assessing the time-in-transit of such mail between consolidation-affected operations. Nor am I aware of any examination of whether such data would be useful for that purpose.

RESPONSE OF UNITED STATES POSTAL SERVICE WITNESS WILLIAMS  
TO INTERROGATORY OF POSTCOM

**POSTCOM/USPS-T2-3.**

(a) Has the Postal Service used CONFIRM data to support any claims and conclusions in AMP analyses or studies?

(b) If so, please describe how CONFIRM data is used.

(c) If not, please explain why not.

**RESPONSE:**

(a-c) Not at the national level. Please also see the response to  
POSTCOM/USPS-T2-2(g).