



American Postal Workers Union, AFL-CIO

1300 L Street, NW, Washington, DC 20005

SENT CERTIFIED MAIL – RETURNED RECEIPT (7002 2410 0004 7721 7646)

Michael O. Foster
Assistant Director,
MVS Division
1300 L Street, NW
Washington, DC 20005
(202) 842-4240 (Office)
(202) 842-8517 (Fax)

December 17, 2007

John Dockins, Manager
Contract Administration, Labor Relations
United States Postal Service
475 L'Enfant Plaza, S.W.
Washington, DC 20260

RE: Information Request: Benchmarking Initiative in HCR Contracts

Dear Mr. Dockins:

The APWU has been informed that the Postal Vehicle Service Breakthrough Productivity Initiative ("BPI") has been changed. Under the terms of Article 31 of the National Agreement, and pursuant to the requirements of the National Labor Relations Act, the American Postal Workers Union, AFL-CIO, hereby requests that the Postal Service provide the following information as soon as possible.

1. All handbooks, manuals, instructions, and other documents, whether in "hard copy" or in electronic format, explaining the "replacement" process/procedure as it relates to the transportation of mail under Highway Contract Routes, and Postal Vehicle Service;
2. Any information and/or documents which show whether the protocols for the initiatives are the same or different than those protocols for the BPI;
3. Any and all information which indicates what locations the "Replacement" Initiative has been utilized;
4. Any and all information which indicates whether the "Replacement" Initiative/Program applies to both contractors and APWU bargaining unit employees.

We would appreciate receiving this information as soon as possible. Since time is of the essence, please submit to the APWU any and all information which is readily available while you assemble the balance of the requested documents.

National Executive Board

William Burrus
President

Cliff "C. J." Guffey
Executive Vice President

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Secretary-Treasurer

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Industrial Relations Director

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Director, Maintenance Division

Robert C. "Bob" Pritchard
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Central Region Coordinator

Mike Gallagher
Eastern Region Coordinator

Elizabeth "Liz" Powell
Northeast Region Coordinator

William "Bill" Sullivan
Southern Region Coordinator

Omar M. Gonzalez
Western Region Coordinator

Mr. John Dockins

December 12, 2007

Information Request: Benchmarking Initiative in HCR Contracts

Page 2

In addition to the above-requested information, the APWU would like to immediately schedule a meeting with the Postal Service representative who has knowledge of the Postal Service's implementation of the new "BPI Replacement" procedure.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael O. Foster". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Michael O. Foster

Assistant Director

Motor Vehicle Service Division

MOF/ndh

opeiu#2

afl-cio



January 4, 2008

Mr. Michael Foster
Assistant Director MVS Division
American Postal Workers Union,
AFL-CIO
1300 L Street, N.W.
Washington, DC 20005-4128

**CERTIFIED MAIL NUMBER:
7007 0220 0001 3712 1153**



Dear Michael:

Re: Information Request – Benchmarking Initiative

This is in response to your correspondence dated December 17, 2007, and received in this office on January 3, in which you request the following information:

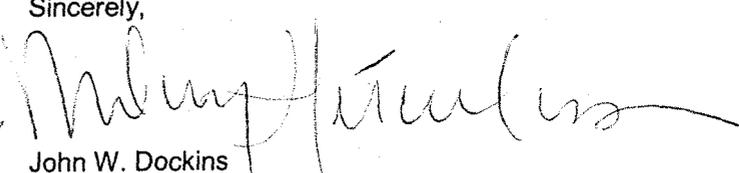
- All handbooks, manuals, instructions, and other documents, whether in “hard copy” or in electronic format, explaining the “replacement” process/procedure as it relates to the transportation of mail under Highway Contract Routes, and Postal Vehicle Service;
- Any information and/or documents which show whether the protocols for the initiatives are the same or different than those protocols for the BPI;
- Any and all information which indicates what locations the “Replacement” Initiative has been utilized;
- Any and all information which indicates whether the “Replacement” Initiative/Program applies to both contractors and APWU bargaining unit employees.

This request has been assigned information request tracking number **IR07-59**. This request shall be processed in accordance with applicable rules, regulations, and collective bargaining agreements. You shall be notified if this request requires remittance on the part of the American Postal Workers Union (APWU) for photocopies and/or time spent processing this request.

In order to facilitate the timely processing of this request, please refer to the above-referenced tracking number in any future correspondence and direct all information requests regarding your bargaining unit in writing to my attention. If you have any concerns dealing with the Postal Service’s response time in relation to the above-mentioned matter, do not hesitate to contact me immediately.

Thank you in advance for your cooperation.

Sincerely,


John W. Dockins
Manager
Contract Administration (APWU)



American Postal Workers Union, AFL-CIO

1300 L Street, NW, Washington, DC 20005

August 2, 2007

Robert C. Pritchard
Director

Motor Vehicle Service

202/842-4240 (Office)
202/842-8517 (Fax)

National Executive Board

William Burrus
President

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Central Region Coordinator

Jim Burke
Eastern Region Coordinator

Elizabeth "Liz" Powell
Northeast Region Coordinator

William "Bill" Sullivan
Southern Region Coordinator

Omar M. Gonzalez
Western Region Coordinator

SENT CERTIFIED MAIL – RETURNED RECEIPT & VIA FAX (7006 2150 0001
8413 1904)

John Dockins, Manager
Contract Administration, Labor Relations
United States Postal Service
475 L'Enfant Plaza, S.W.
Washington, DC 20260

Dear John:

I received a letter dated July 18, 2007 seeking the advice of the Union on updating the tool list, and I also received a current copy of the PS Form 4597, December 1999.

I am requesting a meeting with you, and appropriate staff from the VMF, to determine the direction the USPS plans to take with these revisions.

Due to the short notice, we have no input at this time on what tools should be added and/or removed. Once we have met, and I have contacted our sources, we will have a better knowledge of what tools should be added, and/or removed.

This issue has not been an agenda item in the past; therefore, will need some time to gather the information.

Sincerely,

Robert C. Pritchard
Director
Motor Vehicle Service Division

RCP/ndh
opeiu#2
afl-cio



American Postal Workers Union, AFL-CIO

1300 L Street, NW, Washington, DC 20005

November 28, 2007

Robert C. Pritchard
Director
Motor Vehicle Service Division
(202) 842-4240 (Office)
(202) 842-8517 (Fax)

SENT CERTIFIED MAIL – RETURN RECEIPT (7006 0100 0007 0644 9761)
And Faxed

National Executive Board

William Burrus
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Western Region

John Dockins, Manager
Contract Administration, Labor Relations
United States Postal Service
475 L'Enfant Plaza, S.W.
Washington, DC 20260

Dear John:

We were provided proposed changes in the VMF Tool List. We met with Patrick Devine who is not the assigned person to this project; Mr. Wilcox was not available at that time. Tim Currie who is your operations person was available on speaker phone, but the APWU had not received a copy of the proposed list at that time; however, we did not consider this to be an appropriate meeting.

Now that we have seen the proposed changes, we are requesting a meeting under Articles 19 and 39. The union feels these are radical changes in the Tool List, and these proposals are in retaliation to the Tool List settlement we just signed. Almost one half of the Tools on the list have been deleted in the proposal. We feel this is not good business practice. This proposal is not to the benefit of efficiency, but merely retaliation for compliance with the JCIM.

We are requesting an official meeting under the terms of Article 19.

Thank you.

Robert C. Pritchard, Director
Motor Vehicle Service Division

RCP/MOF:yd/opeiu#2/afl-cio



February 24, 2009

Mr. Robert Pritchard
Director, Motor Vehicle Division
American Postal Workers Union,
AFL-CIO
1300 L Street, NW
Washington, DC 20005-4128

Certified Mail Tracking #:
7099 3400 0009 0506 1908

Dear Bob:

Re: IR09-11, Issuance of Tool Kit-Auto Mechanic, February 3 Verbal Request

This is in response to your verbal information request received during a discussion with Labor Relations Specialist Ron Scott on February 3, concerning the PS Form 4597, *Issuance of Tool Kit – Auto Mechanic*.

1. How do mechanics get tools not on the list?

Tools not included in the original issuance will be requested and authorized by the local manager or designee. Tools authorized will be added to the PS Form 4597.

2. What were the cost savings by reducing the tools on the PS Form 4597?

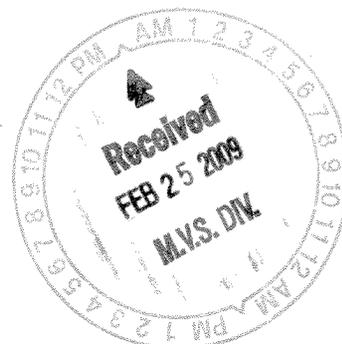
Enclosed is a list of the tools eliminated from the PS Form 4597 and the approximate savings of \$4,511.50 per tool kit.

If you have any additional concerns regarding this matter, please contact Ron Scott at (202) 268-7512.

Sincerely,

John W. Dockins
Manager
Contract Administration (APWU)

Enclosure



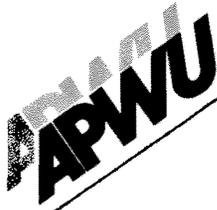
USPS VEHICLE MAINTENANCE STANDARD FORM 4597 = VMF STANDARD TOOL BOX

1	BOX, TOOL (TAG & ROAD CALL)	Stanley Proto	J45018	67268318	Catalog	\$ 1,699.95	\$ 879.97	\$ 699.58
2	BAR, PRY w/ROLLING HEAD, 16"	Stanley Proto	J2130	00354805	Catalog	\$ 30.86	\$ 24.25	\$ 19.28
3	BATTERY CLAM SPREADER	Stanley Proto	J319	84270677	Non-Cat	\$ 34.15	\$ 25.61	\$ 20.36
4	BATTERY TERMINAL CLEANER	Stanley Proto	J2320	84270669	Non-Cat	\$ 13.58	\$ 10.18	\$ 8.09
10	CHISEL, FLAT, 5/8" EDGE	Stanley Proto	J86A1/2	85245264	Catalog	\$ 9.18	\$ 6.61	\$ 5.25
11	CREEPER	Whiteside Mfg.	MTLV-6	79524427	Catalog	\$ 79.04	\$ 79.04	\$ 69.48
12	CUTTER, TUBING, MINI	Stanley Proto	J350	93301141	Non-Cat	\$ 28.11	\$ 27.33	\$ 21.73
21	GAUGE, FEELER, .0015 - .035	Stanley Proto	J000AA	00941757	Non-Cat	\$ 15.86	\$ 10.70	\$ 8.51
22	GAUGE, FEELER, NON-MAGNETIC	Stanley Proto	J000BR	85022804	Non-Cat	\$ 20.00	\$ 15.00	\$ 11.92
24	GAUGE TIRE INFLATOR	Campbell Hausfeld	RP4000	80055801	Catalog	\$ 67.34	\$ 67.34	\$ 59.19
28	HACKSAW, OPEN PISTOL GRIP	Stanley Proto	15-285	97119507	Non-Cat	\$ 16.32	\$ 11.75	\$ 9.34
30	HAMMER BALL PEIN, 32 oz	Stanley Proto	J1332PD	84964618	Catalog	\$ 43.63	\$ 31.31	\$ 24.89
32	HANDLE, FILE WOOD	Lutz	10103	00651539	Catalog	N/A	\$ 0.82	\$ 0.72
35	IMPACT, AIR, 3/8" DRIVE	Ingersoll-Rand	212	79516092	Catalog	\$ 278.95	\$ 208.69	\$ 196.17
36	KNIFE, PUTTY	Stanley Proto	28-140	84969500	Catalog	\$ 8.48	\$ 3.54	\$ 2.81
37	LIFTER, BATTERY TERMINAL	Danaher - KD Tools	202	33007501	Catalog	\$ 18.21	\$ 13.78	\$ 8.89
38	METER, DIGITAL DVM, 20M OHM	Fluke	880851	62157052	Catalog	\$ 479.00	\$ 479.00	\$ 427.27
42	PLIERS, ADJ JOINT, 16"	Stanley Proto	J2655G	84970904	Catalog	\$ 37.00	\$ 22.32	\$ 17.74
43	PLIERS, BATTERY TERMINAL	Danaher - KD Tools	KDS203	33007519	Catalog	\$ 17.47	\$ 11.78	\$ 7.60
44	PLIERS, COMBINATION, SLIP JOINT, 8"	Stanley Proto	J278G	84970961	Catalog	\$ 17.82	\$ 14.50	\$ 11.53
53	PULLER SEAL	Nuline	TH153-028	07831407	Catalog	\$ 4.48	\$ 4.48	\$ 3.94
54	PUNCH, CENTER, AUTOMATIC HD	SK Tools	257GPB	01919554	Catalog	\$ 31.94	\$ 26.01	\$ 23.15
56	PUNCH, DRIFT, BRASS, 3/16" PT	Stanley Proto	J963J8	84965029	Catalog	\$ 13.30	\$ 9.56	\$ 7.60
57	PUNCH, DRIVE PIN, 1/8"	Stanley Proto	J48018	02623502	Catalog	\$ 7.11	\$ 4.33	\$ 3.44
58	PUNCH, LONG, TAPERED, 3/16"	Stanley Proto	J155B	84965102	Catalog	\$ 21.23	\$ 15.27	\$ 12.14
60	RATCHET, AIR, 1/4" DRIVE	Sioux Tools	5008	01601053	Catalog	\$ 147.00	\$ 128.80	\$ 122.01
70	TOOL, TROUBLE CODE ACCESS	OTC	3769	03116449	Non-Cat	\$ 146.63	\$ 146.83	\$ 128.89
71	WRENCH, BRAKE BLEEDER, 1/4" X 3/8"	Stanley Proto	JS110A	60231974	Non-Cat	\$ 33.99	\$ 23.99	\$ 19.07
72	WRENCH, BRAKE BLEEDER, 5/16" X 3/8"	Stanley Proto	JS134	60231982	Non-Cat	\$ 36.99	\$ 29.99	\$ 23.84
73	WRENCH, BRAKE BLEEDER, 8MM TO 10MM	Stanley Proto	J3700M	85242931	Catalog	\$ 117.98	\$ 70.36	\$ 55.94
74	WRENCH, DISTRIBUTOR, 1/2"	Danaher - KD Tools	104	59714386	Non-Cat	\$ 28.53	\$ 25.49	\$ 18.44
75	WRENCH, DISTRIBUTOR, 9/16"	Danaher - KD Tools	104	59714386	Non-Cat	\$ 28.53	\$ 25.49	\$ 16.44
76	WRENCH, OIL FILTER, 2 7/8" TO 3 1/4"	Stanley Proto	J3007	84270776	Non-Cat	\$ 9.50	\$ 7.13	\$ 5.67
77	WRENCH, OIL FILTER, 3 1/2" TO 3 7/8"	Stanley Proto	J3006	84270768	Non-Cat	\$ 9.50	\$ 7.13	\$ 5.67
78	WRENCH, TORQUE, 1/2" DR	Stanley Proto	J6014F	86826922	Catalog	\$ 266.60	\$ 162.31	\$ 129.04
79	WRENCH, TORQUE, 3/8" DR	Stanley Proto	J6012F	88827003	Catalog	\$ 216.96	\$ 132.09	\$ 105.01
80	SCREWDRIVER SET, FLAT TIP				QIA SET			
80a	1/4" x 8 13/32"	Stanley Proto	62-421	85022796	Non-Cat	\$ 21.93	\$ 2.82	\$ 2.24
80b	1/4" x 3 1/4"	Stanley Proto	J88004	67685636	Catalog	\$ 8.77	\$ 6.43	\$ 5.11
80c	3/16" x 5 1/2"	Stanley Proto	J88213	04104865	Catalog	\$ 8.85	\$ 6.48	\$ 5.15
80d	5/16" x 10 5/16"	Stanley Proto	62-423B	84959121	Catalog	\$ 6.11	\$ 5.15	\$ 4.09
80e	3/8" x 13 1/2"	Stanley Proto	J88010	80043011	Catalog	\$ 17.48	\$ 12.83	\$ 10.20
80f	1/4" x 15 3/4"	Stanley Proto	J88210	67685610	Catalog	\$ 10.29	\$ 7.53	\$ 5.99
81	SCREWDRIVER SET, OFFSET				QIA SET			
81a	#1 x #2, PHILLIPS	Stanley Proto	J341/4	85022788	Non-Cat	\$ 8.06	\$ 6.05	\$ 4.81
81b	1/4" x 3/8" FLAT TIP	Stanley Proto	J361/4	74362229	Non-Cat	\$ 9.07	\$ 5.10	\$ 4.05
82	SCREWDRIVER SET, PHILLIPS				QIA SET			
82a	#2 x 3 1/4"	Stanley Proto	J88324	67760835	Catalog	\$ 10.88	\$ 7.98	\$ 6.34
82b	#1 x 6 3/4"	Stanley Proto	J88313	06061113	Catalog	\$ 8.47	\$ 5.92	\$ 4.71
82c	#2 x 8"	Stanley Proto	J88328	67771832	Catalog	\$ 13.35	\$ 9.78	\$ 7.78
82d	#2 x 12 3/4"	Stanley Proto	64-172	00273962	Non-Cat	\$ 7.14	\$ 7.11	\$ 5.65
82e	#3 x 10 7/8"	Stanley Proto	J88336	04104931	Catalog	\$ 13.35	\$ 9.78	\$ 7.78
82f	#2 x 16 3/4"	SK Tools	82018	67815654	Non-Cat	\$ 19.95	\$ 15.98	\$ 14.22
83	SOCKET, ACCESSORIES, 1/4" DRIVE				Set 83			
83a	HOLDERS, SOCKETS	Stanley Proto	J2571	84270685	Non-Cat	\$ 3.70	\$ 2.78	\$ 2.21
83b	BAR BREAKER	Stanley Proto	J4786	85215851	Catalog	\$ 21.15	\$ 15.07	\$ 11.98
83c	BAR, EXTENSION, 2"	Stanley Proto	J4759	85214005	Catalog	\$ 7.36	\$ 5.19	\$ 4.13
83d	BAR, EXTENSION, 6"	Stanley Proto	J4761	85214047	Catalog	\$ 10.31	\$ 7.27	\$ 5.78
83e	HANDLE, DRIVER	Stanley Proto	J4769	02290898	Catalog	\$ 13.14	\$ 9.48	\$ 7.54
83f	JOINT, UNIVERSAL	Stanley Proto	J4770	85214807	Catalog	\$ 20.34	\$ 14.34	\$ 11.40
83g	RATCHET, REVERSABLE	Stanley Proto	J4749P	74262890	Catalog	\$ 30.17	\$ 19.56	\$ 15.55
84	SOCKET SET, HEX BIT, 1/4" DRIVE				Set 84			
84a	SOCKET, 5/64" HEX	Stanley Proto	J47705/64	84966142	Catalog	\$ 9.65	\$ 6.79	\$ 5.40
84b	SOCKET, 3/32" HEX	Stanley Proto	J47703/32	84966159	Catalog	\$ 9.65	\$ 6.79	\$ 5.40
84c	SOCKET, 1/8" HEX	Stanley Proto	J47701/8	84966175	Catalog	\$ 9.65	\$ 6.79	\$ 5.40
84d	SOCKET, 5/32" HEX	Stanley Proto	J47705/32	84966191	Catalog	\$ 9.65	\$ 6.79	\$ 5.40
84e	SOCKET, 3/16" HEX	Stanley Proto	J47703/16	84966209	Catalog	\$ 9.65	\$ 6.79	\$ 5.40
84f	SOCKET, 7/32" HEX	Stanley Proto	J47707/32	84966217	Catalog	\$ 9.65	\$ 6.86	\$ 5.45
84g	SOCKET, 1/4" HEX	Stanley Proto	J47701/4	84966225	Catalog	\$ 9.76	\$ 6.87	\$ 5.46
85	SOCKET SET, TORX BIT, 1/4" DRIVE				QIA SET			
85a	SOCKET, T8	SK Tools	42908	70008867	Non-Cat	\$ 8.70	\$ 6.68	\$ 7.74
85b	SOCKET, T10	Stanley Proto	J4739-10W	00342345	Catalog	\$ 11.11	\$ 7.99	\$ 6.35
85c	SOCKET, T15	Stanley Proto	J4739-15W	00342352	Catalog	\$ 11.11	\$ 7.99	\$ 6.35
85d	SOCKET, T20	Stanley Proto	J4739-20W	00342360	Catalog	\$ 11.11	\$ 7.99	\$ 6.35
85e	SOCKET, T25	Stanley Proto	J4739-25W	00342378	Catalog	\$ 11.11	\$ 7.99	\$ 6.35
86	SKT SET, 6 PT SHALLOW, METRIC, 1/4" DR				Set 86			
86a	SOCKET, 4MM	Stanley Proto	J4704M	85200301	Catalog	\$ 5.53	\$ 3.94	\$ 3.13
86b	SOCKET, 4.5MM	Stanley Proto	J47045M	85200327	Catalog	\$ 5.55	\$ 3.95	\$ 3.14
86c	SOCKET, 5MM	Stanley Proto	J4705M	85200343	Catalog	\$ 5.57	\$ 3.97	\$ 3.16
86d	SOCKET, 5.5MM	Stanley Proto	J47055M	85200368	Catalog	\$ 5.60	\$ 3.99	\$ 3.17
86e	SOCKET, 6MM	Stanley Proto	J4706M	85200384	Catalog	\$ 5.74	\$ 4.10	\$ 3.26
86f	SOCKET, 7MM	Stanley Proto	J4707M	85200400	Catalog	\$ 5.74	\$ 4.10	\$ 3.26
86g	SOCKET, 8MM	Stanley Proto	J4708M	85200426	Catalog	\$ 5.76	\$ 4.11	\$ 3.27
86h	SOCKET, 9MM	Stanley Proto	J4709M	85200442	Catalog	\$ 5.78	\$ 4.42	\$ 3.51
86i	SOCKET, 10MM	Stanley Proto	J4710M	85200467	Catalog	\$ 5.87	\$ 4.13	\$ 3.28
86j	SOCKET, 11MM	Stanley Proto	J4711M	85200483	Catalog	\$ 5.92	\$ 4.21	\$ 3.35

86k	SOCKET, 12MM	Stanley Proto	J4712M	85200509	Catalog	\$ 5.97	\$ 4.26	\$ 3.39
86l	SOCKET, 13MM	Stanley Proto	J4713M	70148242	Non-Cat	\$ 6.01	\$ 4.50	\$ 3.58
86m	SOCKET, 14MM	Stanley Proto	J4714M	70148358	Non-Cat	\$ 6.08	\$ 4.56	\$ 3.63
87	SKT SET, 6 PT SHALLOW, STD, 1/4" DR	Stanley Proto	J47106	01606359	Set 87	\$ 59.52	\$ 38.73	\$ 30.79
87a	SOCKET, 3/16"	Stanley Proto	J4706	85200061	Catalog	\$ 5.57	\$ 3.93	\$ 3.12
87b	SOCKET, 7/32"	Stanley Proto	J4707	85200087	Catalog	\$ 5.60	\$ 3.99	\$ 3.17
87c	SOCKET, 1/4"	Stanley Proto	J4708	85200103	Catalog	\$ 5.67	\$ 4.01	\$ 3.19
87d	SOCKET, 9/32"	Stanley Proto	J4709	85200129	Catalog	\$ 5.74	\$ 4.10	\$ 3.26
87e	SOCKET, 5/16"	Stanley Proto	J4710	85200145	Catalog	\$ 5.76	\$ 4.07	\$ 3.24
87f	SOCKET, 11/32"	Stanley Proto	J4711	85200160	Catalog	\$ 5.78	\$ 4.12	\$ 3.28
87g	SOCKET, 3/8"	Stanley Proto	J4712	85200186	Catalog	\$ 5.87	\$ 4.13	\$ 3.28
87h	SOCKET, 7/16"	Stanley Proto	J4714	85200202	Catalog	\$ 5.92	\$ 4.16	\$ 3.31
87i	SOCKET, 1/2"	Stanley Proto	J4716L	85201069	Catalog	\$ 8.75	\$ 6.18	\$ 4.91
87j	SOCKET, 9/16"	Stanley Proto	J4718	85200244	Catalog	\$ 6.01	\$ 4.23	\$ 3.36
88	SKT SET, 6 PT DEEP, METRIC, 1/4" DR				QIA SET			
88a	SOCKET, 4MM	Stanley Proto	J4704LM	07030497	Non-Cat	\$ 8.53	\$ 6.40	\$ 5.09
88b	SOCKET, 4.5MM	Urrea	47045LM	88133137	Non-Cat	N/A	\$ 3.02	\$ 2.69
88c	SOCKET, 5MM	Stanley Proto	J4705LM	70148523	Non-Cat	\$ 8.60	\$ 6.45	\$ 5.13
88d	SOCKET, 5.5MM	Stanley Proto	J47055LM	84270800	Non-Cat	\$ 8.60	\$ 6.45	\$ 5.13
88e	SOCKET, 6MM	Stanley Proto	J4706LM	85201200	Catalog	\$ 8.66	\$ 6.63	\$ 5.27
88f	SOCKET, 7MM	Stanley Proto	J4707LM	85201226	Catalog	\$ 8.75	\$ 6.23	\$ 4.95
88g	SOCKET, 8MM	Stanley Proto	J4708LM	85201242	Catalog	\$ 8.77	\$ 6.25	\$ 4.97
88h	SOCKET, 9MM	Stanley Proto	J4709LM	85201267	Catalog	\$ 8.82	\$ 6.30	\$ 5.01
88i	SOCKET, 10MM	Stanley Proto	J4710LM	85201283	Catalog	\$ 8.87	\$ 6.33	\$ 5.03
88j	SOCKET, 11MM	Stanley Proto	J4711LM	85201309	Catalog	\$ 8.89	\$ 6.80	\$ 5.41
88k	SOCKET, 12MM	Stanley Proto	J4712LM	85201325	Catalog	\$ 9.01	\$ 6.87	\$ 5.46
88l	SOCKET, 13MM	Stanley Proto	J4713LM	85201341	Catalog	\$ 9.05	\$ 6.91	\$ 5.49
88m	SOCKET, 14MM	Stanley Proto	J4714LM	85201366	Catalog	\$ 9.12	\$ 6.96	\$ 5.53
89	SKT SET, 6 PT DEEP, STD, 1/4" DR	Stanley Proto	J47102	01606334	Set 89	\$ 87.06	\$ 53.34	\$ 42.56
89a	SOCKET, 3/16"	Stanley Proto	J4706L	85200905	Catalog	\$ 8.16	\$ 5.82	\$ 4.63
89b	SOCKET, 7/32"	Stanley Proto	J4707L	85200921	Catalog	\$ 8.25	\$ 6.31	\$ 5.02
89c	SOCKET, 1/4"	Stanley Proto	J4708L	85200947	Catalog	\$ 8.39	\$ 5.90	\$ 4.69
89d	SOCKET, 9/32"	Stanley Proto	J4709L	85200962	Catalog	\$ 8.45	\$ 6.03	\$ 4.79
89e	SOCKET, 5/16"	Stanley Proto	J4710L	85200988	Catalog	\$ 8.57	\$ 6.05	\$ 4.81
89f	SOCKET, 11/32"	Stanley Proto	J4711L	85201002	Catalog	\$ 8.64	\$ 6.15	\$ 4.84
89g	SOCKET, 3/8"	Stanley Proto	J4712L	85201028	Catalog	\$ 8.68	\$ 6.13	\$ 4.87
89h	SOCKET, 7/16"	Stanley Proto	J4714L	85201044	Catalog	\$ 8.71	\$ 6.15	\$ 4.89
89i	SOCKET, 1/2"	Stanley Proto	J4716L	85201069	Catalog	\$ 8.75	\$ 6.18	\$ 4.91
89j	SOCKET, 9/16"	Stanley Proto	J4718L	85201085	Catalog	\$ 8.82	\$ 6.23	\$ 4.95
90	SOCKET ACCESSORIES, 3/8" DRIVE				QIA SET			
90a	ADAPTER, SKT, 3/8" TO 1/4"	Stanley Proto	J5255	85214641	Catalog	\$ 9.50	\$ 6.72	\$ 5.34
90l	SKT, FLAT TIP, 3/8"	Stanley Proto	J5240	85213884	Catalog	\$ 15.00	\$ 10.79	\$ 8.58
90k	SKT, PHILLIPS, #2	Stanley Proto	J5241	85213882	Catalog	\$ 14.27	\$ 10.27	\$ 8.16
90l	SKT, PHILLIPS, #3	Stanley Proto	J5242	85213908	Catalog	\$ 14.27	\$ 10.27	\$ 8.16
90o	SKT, TORX, E12	SK Tools	42812	70008859	Non-Cat	\$ 11.14	\$ 8.91	\$ 7.93
94	SOCKET SET, CROWFOOT METRIC, 3/8" DR				Set 94			
94a	SOCKET, CROWFOOT, 10MM	Stanley Proto	J4910M	02459790	Catalog	\$ 13.09	\$ 9.37	\$ 7.45
94b	SOCKET, CROWFOOT, 13MM	Stanley Proto	J4913M	02459824	Catalog	\$ 12.89	\$ 9.37	\$ 7.45
94c	SOCKET, CROWFOOT, 16MM	Stanley Proto	J4916M	02459857	Catalog	\$ 13.44	\$ 9.67	\$ 7.69
95	SOCKET SET, CROWFOOT STD, 3/8" DR				Set 95			
95a	SOCKET, CROWFOOT, 1/2"	Stanley Proto	J4916	85247963	Catalog	\$ 12.71	\$ 9.06	\$ 7.20
95b	SOCKET, CROWFOOT, 9/16"	Stanley Proto	J4918	85247971	Catalog	\$ 12.79	\$ 9.04	\$ 7.19
95c	SOCKET, CROWFOOT, 11/16"	Stanley Proto	J4922	85247997	Catalog	\$ 14.38	\$ 10.26	\$ 8.16
96	SKT SET, 6 PT, SHALLOW METRIC, 3/8" DR	Stanley Proto	J52212	01606815	Set 96	\$ 80.77	\$ 49.81	\$ 39.60
96a	SOCKET, 8MM	Stanley Proto	J5208MH	85202745	Catalog	\$ 6.21	\$ 4.42	\$ 3.51
96b	SOCKET, 9MM	Stanley Proto	J5209MH	85202760	Catalog	\$ 6.21	\$ 4.42	\$ 3.51
96c	SOCKET, 10MM	Stanley Proto	J5210MH	85202786	Catalog	\$ 6.21	\$ 4.42	\$ 3.51
96d	SOCKET, 11MM	Stanley Proto	J5211MH	85202802	Catalog	\$ 6.42	\$ 4.58	\$ 3.64
96e	SOCKET, 12MM	Stanley Proto	J5212MH	85202828	Catalog	\$ 6.42	\$ 4.58	\$ 3.64
96f	SOCKET, 13MM	Stanley Proto	J5213MH	85202844	Catalog	\$ 6.42	\$ 4.58	\$ 3.64
96g	SOCKET, 14MM	Stanley Proto	J5214MH	85202869	Catalog	\$ 6.72	\$ 4.78	\$ 3.80
96h	SOCKET, 15MM	Stanley Proto	J5215MH	85202885	Catalog	\$ 6.72	\$ 4.78	\$ 3.80
96i	SOCKET, 16MM	Stanley Proto	J5216MH	85202901	Catalog	\$ 6.72	\$ 4.78	\$ 3.80
96j	SOCKET, 17MM	Stanley Proto	J5217MH	85202927	Catalog	\$ 6.72	\$ 4.73	\$ 3.76
96k	SOCKET, 18MM	Stanley Proto	J5218MH	85202943	Catalog	\$ 6.72	\$ 4.78	\$ 3.80
96l	SOCKET, 19MM	Stanley Proto	J5219MH	85202968	Catalog	\$ 6.95	\$ 4.92	\$ 3.91
97	SKT SET, 6 PT, SHALLOW STD, 3/8" DR	Stanley Proto	J52126	01606508	Set 97	\$ 94.55	\$ 58.33	\$ 46.37
97a	SOCKET, 1/4"	Stanley Proto	J5208H	85202028	Catalog	\$ 6.24	\$ 4.40	\$ 3.50
97b	SOCKET, 5/16"	Stanley Proto	J5210H	85202042	Catalog	\$ 6.24	\$ 4.40	\$ 3.50
97c	SOCKET, 3/8"	Stanley Proto	J5212H	85202067	Catalog	\$ 6.24	\$ 4.40	\$ 3.50
97d	SOCKET, 7/16"	Stanley Proto	J5214H	85202083	Catalog	\$ 6.49	\$ 4.58	\$ 3.64
97e	SOCKET, 1/2"	Stanley Proto	J5216H	85202109	Catalog	\$ 6.49	\$ 4.58	\$ 3.64
97f	SOCKET, 9/16"	Stanley Proto	J5218H	85202125	Catalog	\$ 6.72	\$ 4.73	\$ 3.76
97g	SOCKET, 5/8"	Stanley Proto	J5220H	85202141	Catalog	\$ 6.72	\$ 4.73	\$ 3.76
97h	SOCKET, 11/16"	Stanley Proto	J5222H	85202166	Catalog	\$ 6.72	\$ 4.78	\$ 3.80
97i	SOCKET, 3/4"	Stanley Proto	J5224H	85202182	Catalog	\$ 6.95	\$ 4.92	\$ 3.91
97j	SOCKET, 13/16"	Stanley Proto	J5226H	85202208	Catalog	\$ 7.57	\$ 5.40	\$ 4.29
97k	SOCKET, 7/8"	Stanley Proto	J5228H	85202224	Catalog	\$ 7.80	\$ 5.49	\$ 4.36
97l	SOCKET, 15/16"	Stanley Proto	J5230H	85202240	Catalog	\$ 8.92	\$ 6.30	\$ 5.01
97m	SOCKET, 1"	Stanley Proto	J5232H	85202265	Catalog	\$ 9.30	\$ 6.57	\$ 5.22
99	SOCKET SET, 6 PT, DEEP, STD, 3/8" DR	Stanley Proto	J52114	01606466	Set 99	\$ 131.78	\$ 79.21	\$ 62.97
99l	SOCKET, 13/16"	Stanley Proto	J5026H	85203784	Catalog	\$ 12.00	\$ 8.56	\$ 6.81
99k	SOCKET, 7/8"	Stanley Proto	J5028H	85203800	Catalog	\$ 13.44	\$ 9.50	\$ 7.55
99l	SOCKET, 15/16"	Stanley Proto	J5030H	84270834	Non-Cat	\$ 15.84	\$ 11.88	\$ 9.44
99m	SOCKET, 1"	Stanley Proto	J5032H	84270842	Non-Cat	\$ 17.53	\$ 13.14	\$ 10.45
103	SKT SET, IMPACT, SHALLOW, STD, 3/8" DR				QIA SET			
103j	SOCKET, 13/16"	Stanley Proto	J7228H	84270925	Non-Cat	\$ 6.56	\$ 4.92	\$ 3.91
103k	SOCKET, 7/8"	Stanley Proto	J7228H	84270933	Non-Cat	\$ 6.83	\$ 5.12	\$ 4.07
103l	SOCKET, 15/16"	Stanley Proto	J7230H	84270941	Non-Cat	\$ 7.43	\$ 5.57	\$ 4.43

103i	SOCKET, 1"	Stanley Proto	J7232H	84270958	Non-Cat	\$ 7.89	\$ 5.92	\$ 4.71
104	SKT SET, IMP, SHALLOW, METRIC, 3/8" DR				QIA SET			
104m	SOCKET, 20MM	Stanley Proto	J7220M	07542343	Non-Cat	\$ 7.16	\$ 5.37	\$ 4.27
104n	SOCKET, 21MM	Stanley Proto	J7221M	07542392	Non-Cat	\$ 7.24	\$ 5.43	\$ 4.32
104o	SOCKET, 22MM	Stanley Proto	J7222M	07542434	Non-Cat	\$ 7.16	\$ 5.37	\$ 4.27
104p	SOCKET, 23MM	Stanley Proto	J7223M	07542467	Non-Cat	\$ 7.16	\$ 5.37	\$ 4.27
104q	SOCKET, 24MM	Stanley Proto	J7224M	07542475	Non-Cat		\$ 5.28	\$ 4.20
107	SKT SET, IMP, SHALLOW METRIC, 1/2" DR				QIA SET			
107a	SOCKET, 10MM	Stanley Proto	J7410M	85212207	Catalog	\$ 7.14	\$ 4.88	\$ 3.88
107b	SOCKET, 11MM	Stanley Proto	J7411M	85212215	Catalog	\$ 7.28	\$ 5.05	\$ 4.01
107c	SOCKET, 12MM	Stanley Proto	J7412M	85212223	Catalog	\$ 7.43	\$ 5.05	\$ 4.01
107d	SOCKET, 13MM	Stanley Proto	J7413M	85212231	Catalog	\$ 7.58	\$ 5.05	\$ 4.01
107e	SOCKET, 14MM	Stanley Proto	J7414M	85212249	Catalog	\$ 7.73	\$ 5.21	\$ 4.14
107f	SOCKET, 15MM	Stanley Proto	J7415M	85212256	Catalog	\$ 7.88	\$ 5.21	\$ 4.14
107g	SOCKET, 16MM	Stanley Proto	J7416M	85212264	Catalog	\$ 8.04	\$ 5.48	\$ 4.36
107h	SOCKET, 17MM	Stanley Proto	J7417M	85212272	Catalog	\$ 8.20	\$ 5.48	\$ 4.36
107i	SOCKET, 18MM	Stanley Proto	J7418M	85212280	Catalog	\$ 8.36	\$ 5.48	\$ 4.36
107j	SOCKET, 19MM	Stanley Proto	J7419M	85212298	Catalog	\$ 9.09	\$ 6.48	\$ 5.15
107k	SOCKET, 20MM	Stanley Proto	J7420M	85212306	Catalog	\$ 9.71	\$ 6.91	\$ 5.49
107l	SOCKET, 21MM	Stanley Proto	J7421M	85212314	Catalog	\$ 10.33	\$ 7.37	\$ 5.86
107m	SOCKET, 22MM	Stanley Proto	J7422M	85212322	Catalog	\$ 11.39	\$ 8.12	\$ 6.46
107n	SOCKET, 23MM	Stanley Proto	J7423M	85212330	Catalog	\$ 11.39	\$ 8.12	\$ 6.46
107o	SOCKET, 24MM	Stanley Proto	J7424M	85212348	Catalog	\$ 13.57	\$ 8.56	\$ 6.81
107p	SOCKET, 25MM	Stanley Proto	J7425M	85212356	Catalog	\$ 16.24	\$ 10.75	\$ 8.55
107q	SOCKET, 26MM	Stanley Proto	J7426M	85212363	Catalog	\$ 16.56	\$ 10.75	\$ 8.55
107r	SOCKET, 27MM	Stanley Proto	J7427M	85212371	Catalog	\$ 15.09	\$ 10.75	\$ 8.55
107s	SOCKET, 28MM	Stanley Proto	J7429M	84270966	Non-Cat	\$ 17.57	\$ 13.18	\$ 10.48
107t	SOCKET, 30MM	Stanley Proto	J7430M	85212405	Catalog	\$ 17.93	\$ 11.89	\$ 9.49
107u	SOCKET, 32MM	Stanley Proto	J7432M	85212421	Catalog	\$ 18.28	\$ 12.56	\$ 9.99
107v	SOCKET, 38MM	SK Tools	84738	70008792	Non-Cat	\$ 29.92	\$ 23.94	\$ 21.31
107w	SOCKET, 48MM	SK Tools	84746	70008800	Non-Cat	\$ 48.17	\$ 38.54	\$ 34.30
108	SKT SET, IMP, SHALLOW STD, 1/2" DR				QIA SET			
108a	SOCKET, 1/2"	Stanley Proto	J7416H	85210540	Catalog	\$ 6.72	\$ 4.73	\$ 3.76
108b	SOCKET, 9/16"	Stanley Proto	J7418H	85210565	Catalog	\$ 6.72	\$ 4.73	\$ 3.76
108c	SOCKET, 5/8"	Stanley Proto	J7420H	85210581	Catalog	\$ 7.22	\$ 5.09	\$ 4.05
108d	SOCKET, 1 1/16"	Stanley Proto	J7422H	85210607	Catalog	\$ 8.25	\$ 5.88	\$ 4.67
108e	SOCKET, 3/4"	Stanley Proto	J7424H	85210623	Catalog	\$ 8.25	\$ 5.82	\$ 4.63
108f	SOCKET, 13/16"	Stanley Proto	J7426H	85210649	Catalog	\$ 9.91	\$ 7.08	\$ 5.63
108g	SOCKET, 7/8"	Stanley Proto	J7428H	85210664	Catalog	\$ 10.36	\$ 7.30	\$ 5.80
108h	SOCKET, 15/16"	Stanley Proto	J7430H	85210680	Catalog	\$ 11.18	\$ 7.89	\$ 6.27
108i	SOCKET, 1"	Stanley Proto	J7432H	85210706	Catalog	\$ 11.80	\$ 8.41	\$ 6.69
108j	SOCKET, 1 1/16"	Stanley Proto	J7434H	85210722	Catalog	\$ 14.70	\$ 10.37	\$ 8.24
108k	SOCKET, 1 1/8"	Stanley Proto	J7436H	84270982	Non-Cat	\$ 14.70	\$ 11.02	\$ 8.76
108l	SOCKET, 1 3/16"	Stanley Proto	J7438H	94095163	Non-Cat	\$ 14.94	\$ 10.09	\$ 8.02
108m	SOCKET, 1 1/4"	Stanley Proto	J7440H	84270990	Non-Cat	\$ 16.00	\$ 12.00	\$ 9.54
109	SOCKET SET, IMP, DEEP, METRIC, 1/2" DR				Set 109			
109a	SOCKET, 10MM	Stanley Proto	J7310M	85037265	Catalog	\$ 12.30	\$ 8.76	\$ 6.96
109b	SOCKET, 11MM	Stanley Proto	J7311M	85037273	Catalog	\$ 12.30	\$ 8.76	\$ 6.96
109c	SOCKET, 12MM	Stanley Proto	J7312M	85037281	Catalog	\$ 12.30	\$ 8.76	\$ 6.96
109d	SOCKET, 13MM	Stanley Proto	J7313M	85037299	Catalog	\$ 12.30	\$ 8.76	\$ 6.96
109e	SOCKET, 14MM	Stanley Proto	J7314M	85037307	Catalog	\$ 12.77	\$ 9.11	\$ 7.24
109m	SOCKET, 22MM	Stanley Proto	J7322M	85037380	Catalog	\$ 16.46	\$ 11.72	\$ 9.32
109n	SOCKET, 23MM	Stanley Proto	J7323M	85037398	Catalog	\$ 17.56	\$ 12.50	\$ 9.94
109o	SOCKET, 24MM	Stanley Proto	J7324M	85037406	Catalog	\$ 18.70	\$ 13.34	\$ 10.61
110	SOCKET SET, IMP, DEEP, STD, 1/2" DR				Set 110			
110j	SOCKET, 1 1/16"	Stanley Proto	J7334H	85035244	Catalog	\$ 19.61	\$ 13.82	\$ 10.99
110k	SOCKET, 1 1/8"	Stanley Proto	J7336H	85035251	Catalog	\$ 24.23	\$ 17.08	\$ 13.58
110l	SOCKET, 1 3/16"	Stanley Proto	J7338H	85035269	Catalog	\$ 24.61	\$ 17.53	\$ 13.94
110m	SOCKET, 1 1/4"	Stanley Proto	J7340H	85035277	Catalog	\$ 25.17	\$ 17.73	\$ 14.10
111	WRCH SET, DWARF COMBINATION, METRIC				QIA SET			
111a	6MM	Stanley Proto	86-851	07030505	Non-Cat	\$ 6.38	\$ 4.79	\$ 3.81
111b	7MM	Stanley Proto	J1207MA	84270610	Non-Cat	\$ 13.90	\$ 10.42	\$ 8.28
111c	8MM	Stanley Proto	J1208MA	85220002	Catalog	\$ 14.27	\$ 9.78	\$ 7.78
111d	9MM	Stanley Proto	J1209MA	85220028	Catalog	\$ 15.41	\$ 10.65	\$ 8.47
111e	10MM	Stanley Proto	J1210MASD	85220044	Catalog	\$ 15.71	\$ 10.76	\$ 8.56
111f	11MM	Stanley Proto	J1211MASD	85220069	Catalog	\$ 16.07	\$ 11.12	\$ 8.84
111g	12MM	Stanley Proto	J1212MASD	85220085	Catalog	\$ 16.77	\$ 11.62	\$ 9.24
111h	13MM	Stanley Proto	J1213MASD	85220101	Catalog	\$ 17.60	\$ 12.05	\$ 9.58
111i	14MM	Stanley Proto	J1214MASD	85220127	Catalog	\$ 18.49	\$ 12.79	\$ 10.17
111j	15MM	Stanley Proto	J1215MASD	85220143	Catalog	\$ 19.99	\$ 13.83	\$ 10.99
111k	16MM	Stanley Proto	J1216MASD	85220168	Catalog	\$ 21.07	\$ 14.58	\$ 11.59
111l	17MM	Stanley Proto	J1217MASD	85220184	Catalog	\$ 23.00	\$ 15.75	\$ 12.52
111m	18MM	Stanley Proto	J1218MASD	85220200	Catalog	\$ 23.99	\$ 16.59	\$ 13.19
111n	19MM	Stanley Proto	J1219MASD	85220226	Catalog	\$ 25.10	\$ 17.17	\$ 13.65
112	WRCH SET, DWARF COMBINATION, STD				QIA SET			
112a	1/4"	Stanley Proto	J1208T	84974070	Catalog	\$ 13.54	\$ 9.38	\$ 7.46
112b	9/32"	Stanley Proto	J1209E	84974385	Catalog	\$ 13.54	\$ 9.38	\$ 7.46
112c	5/16"	Stanley Proto	J1210E	84974393	Catalog	\$ 13.65	\$ 9.37	\$ 7.45
112d	11/32"	Stanley Proto	J1211E	84974401	Catalog	\$ 13.54	\$ 9.38	\$ 7.46
112e	3/8"	Stanley Proto	J1212E	84974419	Catalog	\$ 13.85	\$ 9.60	\$ 7.63
112f	7/16"	Stanley Proto	J1214E	84974427	Catalog	\$ 14.65	\$ 10.05	\$ 7.99
112g	1/2"	Stanley Proto	J1216E	84974435	Catalog	\$ 15.67	\$ 10.74	\$ 8.54
112h	9/16"	Stanley Proto	J1218E	84974443	Catalog	\$ 17.60	\$ 12.05	\$ 9.58
112i	5/8"	Stanley Proto	J1220E	84974450	Catalog	\$ 18.63	\$ 12.89	\$ 10.25
112j	1 1/16"	Stanley Proto	J1222T	84974146	Catalog	\$ 19.34	\$ 13.38	\$ 10.64
112k	3/4"	Stanley Proto	J1224T	84974153	Catalog	\$ 21.37	\$ 14.78	\$ 11.75
112l	13/16"	Stanley Proto	J1226ASD	84270628	Non-Cat	\$ 25.94	\$ 19.45	\$ 15.46
112m	7/8"	Stanley Proto	J1228ASD	64452832	Non-Cat	\$ 30.42	\$ 22.82	\$ 18.14
112n	15/16"	Stanley Proto	J1230ASD	04438842	Non-Cat	\$ 33.94	\$ 23.76	\$ 18.69

112c	1"	Stanley Proto	J1232ASD	64452766	Non-Cat	\$ 41.03	\$ 30.77	\$ 24.46
113	WRENCH SET, COMBINATION METRIC				QIA SET			
113g	22MM	Stanley Proto	J1222M-T500	05725627	Catalog	\$ 37.14	\$ 26.64	\$ 21.18
113r	23MM	Stanley Proto	J1223MASD	85220309	Catalog	\$ 35.66	\$ 24.67	\$ 19.61
113s	24MM	Stanley Proto	J1224M-T500	05725643	Catalog	\$ 43.13	\$ 30.94	\$ 24.60
113k	25MM	Stanley Proto	J1225MASD	85220341	Catalog	\$ 43.01	\$ 29.70	\$ 23.61
113u	26MM	Stanley Proto	J1226MASD	85220366	Catalog	\$ 45.01	\$ 31.07	\$ 24.70
113v	27MM	Stanley Proto	J1227MASD	85220382	Catalog	\$ 52.59	\$ 36.31	\$ 29.87
113w	29MM	Stanley Proto	J1229MASD	85220424	Catalog	\$ 61.73	\$ 42.62	\$ 33.88
113x	30MM	Stanley Proto	J1230MASD	85220440	Catalog	\$ 58.44	\$ 39.95	\$ 31.76
113y	32MM	Stanley Proto	J1232MASD	85220465	Catalog	\$ 68.66	\$ 47.41	\$ 37.69
114	WRENCH SET, COMBINATION STD				Set 114			
114a	1 1/16"	Stanley Proto	J1234-T500	05725700	Catalog	\$ 52.49	\$ 34.98	\$ 27.81
114p	1 1/8"	Stanley Proto	J1236-T500	05725718	Catalog	\$ 61.16	\$ 40.75	\$ 32.40
114q	1 1/4"	Stanley Proto	J1240-T500	05725726	Catalog	\$ 71.97	\$ 47.93	\$ 36.10
115	WRENCH SET, FLARE NUT, METRIC				QIA SET			
115e	16MM X 18MM	Stanley Proto	J3716MT	84270743	Non-Cat	\$ 28.29	\$ 21.22	\$ 16.87
115f	19MM X 21MM	Stanley Proto	J3719MT	84270750	Non-Cat	\$ 29.53	\$ 22.15	\$ 17.61
117	WRCH SET, RATCHETING BOX END OFFSET, METRIC				QIA SET			
117a	7MM X 8MM	Stanley Proto	J1181M-A	84270560	Non-Cat	\$ 18.58	\$ 13.94	\$ 11.08
117b	9MM X 10MM	Stanley Proto	J1182M-A	84270578	Non-Cat	\$ 20.61	\$ 15.46	\$ 12.29
117c	11MM X 12MM	SK Tools	87111	70008826	Non-Cat	\$ 21.33	\$ 17.06	\$ 15.18
117d	13MM X 14MM	SK Tools	87113	70008834	Non-Cat	\$ 22.18	\$ 17.74	\$ 15.79
117e	15MM X 17MM	Stanley Proto	J1185M-A	84270594	Non-Cat	\$ 28.52	\$ 21.39	\$ 17.01
117f	16MM X 18MM	Stanley Proto	J1186M-A	07030471	Non-Cat	\$ 29.51	\$ 22.13	\$ 17.59
117g	19MM X 21MM	Stanley Proto	J1187M-A	84270602	Non-Cat	\$ 32.78	\$ 24.58	\$ 19.54
118	WRCH SET, RATCHETING BOX END OFFSET, STD				Set 118	\$ 130.60	\$ 86.44	\$ 68.72
118a	1/4" x 5/16"	Stanley Proto	J1180A	84975614	Set	\$ 18.61	\$ 12.63	\$ 10.04
118b	3/8" x 7/16"	Stanley Proto	J1181T	84975028	Catalog	\$ 18.61	\$ 12.63	\$ 10.04
118c	1/2" x 9/16"	Stanley Proto	J1182T	84975036	Catalog	\$ 20.57	\$ 13.81	\$ 10.98
118d	5/8" x 11/16"	Stanley Proto	J1183T	84975044	Catalog	\$ 25.12	\$ 17.02	\$ 13.53
118e	3/4" x 7/8"	Stanley Proto	J1184-A	56550361	Non-Cat	\$ 28.87	\$ 24.35	\$ 19.36
118f		Stanley Proto	J1185-A	81121063	Non-Cat	\$ 32.89	\$ 22.65	\$ 18.01
Total saving per tool kit						\$ 7,968.31	\$ 5,516.48	\$ 4,511.50



American Postal Workers Union, AFL-CIO

1300 L Street, NW, Washington, DC 20005

Robert C. Pritchard
Director
MVS Division

July 14, 2008

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United States Postal Service
475 L'Enfant Plaza, S.W.
Washington, DC 20260

Dear John:

We have had on-going automotive mechanics and technicians discussions with various members of your staff relating to the tool list box with the most recent discussion being at the June 24, 2008 meeting with Clifton Wilcox.

This correspondence is a response to the USPS' draft of proposed changes to the present tool list which is referenced by PS Form 4597.

Enclosed is a spreadsheet that we have prepared from our survey of actual MVS employees who utilize these tools on a day to day basis. The yellow highlighted area is the proposed removal by the Postal Service. The individuals, who were part of this survey, believe that some of these items should not be deleted from the tool list. Those items are denoted by the color bars which I intend to concur with their findings.

I found it very disappointing the extent of the deletion of the tool list and the fact that Tim Currie did not like the settlement that the parties jointly agreed upon and stated that these proposed deletions was done as retaliation for the JCIM (39.3.B). I would also like to bring to your attention that Mr. Currie had this similar situation when he was a VMF manager in California.

Mr. John Dockins
July 14, 2008
Page 2
Re: Tool List

By deleting these tools from the tool boxes is not in the best interest of either party because the mechanic would have their routine disrupted by having to go to the parts room to check out tools that would normally be in their tool boxes. I must also state that I believe these deletions are a safety hazard.

While non-mechanics tend to look at mechanic's tool boxes as full of tools you could not possibly need, mechanics have a whole different opinion. We feel that having the proper tools in our tool boxes is very important and it allows us to work in safety and efficiently.

The majority of the tools assigned to the automotive mechanics and technicians tool boxes have been provided to postal employees for a very long time and these proposals to remove these tools must be construed as capricious.

Please call my office to schedule a mutual date to meet.

Sincerely,



Robert C. Pritchard
Director
Motor Vehicle Service Division

RCP:ndp//opeiu#2//afl-cio

ITEM#	Description	Manufacturer Name	Manufacturer PART #	MSC Part #	Catalog	Charge out from Stockroom	
1	BOX, TOOL (TAG & ROAD CALL)	Stanley Proto	J45018	67268318	Catalog	X	
2	BAR, PRY w/ ROLLING HEAD, 16"	Stanley Proto	J2130	00354605	Catalog	X	
3	BATTERY CLAM SPREADER	Stanley Proto	J319	84270677	Non-Cat		
4	BATTERY TERMINAL CLEANER	Stanley Proto	J2320	84270669	Non-Cat		
5	BITS, DRILL, 1/16" - 3/8"	Cleveland Twist Drill	C00912	08113433	Catalog		
6	BLOW GUN, AIR, RESTRICTED	ARO	8338-M	65075392	Catalog		
7	BRUSH, WIRE, SHORT HANDLE	Danaher - KD Tools	KDS206	02944841	Catalog		
8	CARRIER, BATTERY	Danaher - KD Tools	KDS205	02944866	Catalog		
9	CHISEL, CAPE, 1/4" EDGE	Stanley Proto	J721/4	85245413	Catalog	X	
10	CHISEL, FLAT, 5/8" EDGE	Stanley Proto	J86A1/2	85245264	Catalog	X	
11	CREEPER	Whiteside Mfg.	MTLV-6	79524427	Catalog	X	
12	CUTTER, TUBING, MINI	Stanley Proto	J350	93301141	Non-Cat	X	
13	DRILL, VSR 3/8" DR, AIR OR ELECT	Dewalt	DW222	00306837	Catalog		
14	EXTRACTOR, COTTER PIN	Stanley Proto	J2306	84270651	Non-Cat	X	
15	FILE, AMERICAN, FLAT 10"	Nicholson	03732	80757339	Catalog	X	
16	FILE, AMERICAN, ROUND TAPERED, 8"	Nicholson	01753	80766207	Catalog	X	
17	FILE, SWISS, 3 SQUARE, 6"	Grobet	31.374	60217320	Catalog	X	
18	PICK-UP-TOOL, MAGNETIC	Stanley Proto	J2375	93306348	Non-Cat		
19	PICK-UP-TOOL, MECHANICAL	Stanley Proto	J2345	98127616	Non-Cat		
20	FLASHLIGHT	Bright Star	575	67929414	Catalog		
21	GAUGE, FEELER, .0015 - .035	Stanley Proto	J000AA	00941757	Non-Cat	X	
22	GAUGE, FEELER, NON-MAGNETIC	Stanley Proto	J000BR	85022804	Non-Cat	X	
23	GAUGE, SPARK PLUG, .020 - .060	Stanley Proto	J000K	85022812	Non-Cat		
24	GAUGE TIRE INFLATOR	Campbell Hausfeld	RP4000	80055601	Catalog		Shop equipment
25	GAUGE, TIRE PRESSURE	Acme	A530	00576835	Catalog		
26	GAUGE, TIRE TREAD & BRAKE LINING	Coilhose	A570	72461221	Non-Cat		
27	GLASSES, SAFETY	Aearo	41120-00000	89361505	Catalog		
28	HACKSAW, OPEN PISTOL GRIP	Stanley Proto	15-265	97119507	Non-Cat	X	
29	HAMMER BALL PEIN, 12 oz	Stanley Proto	J1312PD	84964584	Catalog		

30	HAMMER BALL PEIN, 32 oz	Stanley Proto	J1332PD	84964618	Catalog	X	
31	HAMMER, SOFT FACE	Stanley Proto	J1362	96019195	Non-Cat		
32	HANDLE, FILE WOOD	Lutz	10103	00651539	Catalog	X	
33	HELMET, SAFETY	North	A79010000	05180690	Catalog		
34	IMPACT, AIR, 1/2" DRIVE	Ingersoll-Rand	231c	79516118	Catalog		
35	IMPACT, AIR, 3/8" DRIVE	Ingersoll-Rand	212	79516092	Catalog		
36	KNIFE, PUTTY	Stanley Proto	28-140	84969500	Catalog	X	
37	LIFTER, BATTERY TERMINAL	Danaher - KD Tools	202	33007501	Catalog		
38	METER, DIGITAL DVM, 20M OHM	Fluke	880851	62157052	Catalog	X	
39	MIRROR, INSPECTION	Stanley Proto	J2370	71245096	Non-Cat		
40	PICK, LOCK SET	Nuline	TH155-028	04017737	Catalog	X	
41	PLIERS, ADJ JOINT, 10"	Stanley Proto	J260SG	84270784	Non-Cat		
42	PLIERS, ADJ JOINT, 16"	Stanley Proto	J265SG	84970904	Catalog	X	
43	PLIERS, BATTERY TERMINAL	Danaher - KD Tools	KDS203	33007519	Catalog		
44	PLIERS, COMBINATION, SLIP JOINT, 8"	Stanley Proto	J278G	84970961	Catalog	X	
45	PLIERS, DIAGONAL CUTTING	Stanley Proto	J207G	85226363	Catalog		
46	PLIERS, GREASE AND DUST CAP	Stanley Proto	JDC214	60231966	Non-Cat		
47	PLIERS, HOSE CLAMP	Stanley Proto	J252G	08100398	Catalog	X	
48	PLIERS, IGNITION	Stanley Proto	J235	84971001	Catalog	X	
49	PLIERS, NEEDLE NOSE, 7"	Stanley Proto	J226-01G	08100380	Catalog		
50	PLIERS, VISE GRIP, 7"	Stanley Proto	J294WR	84270792	Non-Cat		
51	PLIERS, WIRE STRIPPER/CRIMPER	Stanley Proto	J299	84971266	Catalog		
52	PROTECTOR, HEARING	Aearo	310-1001	06528061	Catalog		
53	PULLER SEAL	Nuline	TH153-028	07831407	Catalog	X	
54	PUNCH, CENTER, AUTOMATIC HD	SK Tools	257GPB	01919554	Catalog	X	
55	PUNCH, DRIFT, 1/4" PT	Stanley Proto	J961/2	84965045	Catalog		
56	PUNCH, DRIFT, BRASS, 3/16" PT	Stanley Proto	J963/8	84965029	Catalog	X	
57	PUNCH, DRIVE PIN, 1/8"	Stanley Proto	J48018	02623502	Catalog	X	
58	PUNCH, LONG, TAPERED, 3/16"	Stanley Proto	J155/8	84965102	Catalog	X	
59	PUNCH, STARTER, 3/16" PT	Stanley Proto	J503/8	02623619	Catalog		
60	RATCHET, AIR, 1/4" DRIVE	Sioux Tools	5008	01601053	Catalog	X	
61	RATCHET, AIR, 3/8" DRIVE	Sioux Tools	5010	01741529	Catalog		
62	SCRAPER, GASKET	Stanley Proto	J2336	05553904	Non-Cat		
63	SPREADER, DISC BRAKE CALIPER	Danaher - KD Tools	3525	02944817	Catalog		
64	TAPE, MEASURING, 12'	Stanley Proto	33-272	00273417	Catalog		
65	TESTER, ELECTRICAL CIRCUIT, 12V	Danaher - KD Tools	129	02944874	Catalog		

66	TOOL, BRAKE ADJUSTING	Stanley Proto	J2006	84270636	Non-Cat	
67	TOOL, BRAKE SHOE RETAIN SPRING (L)	Danaher - KD Tools	61055	86929320	Catalog	
68	TOOL, BRAKE SHOE RETAIN SPRING (S)	Danaher - KD Tools	61055	86929320	Catalog	
69	TOOL, BRAKE SPRING, BENDIX TYPE	Stanley Proto	J217	84270644	Non-Cat	
70	TOOL, TROUBLE CODE ACCESS	OTC	3769	03116449	Non-Cat	X
71	WRENCH, BRAKE BLEEDER, 1/4" X 3/8"	Stanley Proto	JS110A	60231974	Non-Cat	X
72	WRENCH, BRAKE BLEEDER, 5/16" X 3/8"	Stanley Proto	JS134	60231982	Non-Cat	X
73	WRENCH, BRAKE BLEEDER, 8MM TO 10MM	Stanley Proto	J3700M	85242931	Catalog	X
74	WRENCH, DISTRIBUTOR, 1/2"	Danaher - KD Tools	104	59714386	Non-Cat	X
75	WRENCH, DISTRIBUTOR, 9/16"	Danaher - KD Tools	104	59714386	Non-Cat	X
76	WRENCH, OIL FILTER, 2 7/8" TO 3 1/4"	Stanley Proto	J3007	84270776	Non-Cat	Shop
77	WRENCH, OIL FILTER, 3 1/2" TO 3 7/8"	Stanley Proto	J3006	84270768	Non-Cat	equipment
78	WRENCH, TORQUE, 1/2" DR	Stanley Proto	J6014F	86826922	Catalog	X
79	WRENCH, TORQUE, 3/8" DR	Stanley Proto	J6012F	86827003	Catalog	X
80	SCREWDRIVER SET, FLAT TIP				QIA SET	
80a	1/4" x 8 13/32"	Stanley Proto	62-421	85022796	Non-Cat	
80b	1/4" x 3 1/4"	Stanley Proto	J88004	67685636	Catalog	
80c	3/16" x 6 1/2"	Stanley Proto	J88213	04104865	Catalog	
80d	5/16" x 10 5/16"	Stanley Proto	62-423B	84959121	Catalog	
80e	3/8" x 13 1/2"	Stanley Proto	J88010	80043011	Catalog	
80f	1/4" x 15 3/4"	Stanley Proto	J88210	67685610	Catalog	
80g	1/2" x 25"	SK Tools	82024	70008842	Non-Cat	
80h	SMALL POCKET CLIP	Stanley Proto	66-101	99177255	Non-Cat	
81	SCREWDRIVER, OFFSET				QIA SET	
81a	#1 x #2, PHILLIPS	Stanley Proto	J341/4	85022788	Non-Cat	
81b	1/4" x 3/8" FLAT TIP	Stanley Proto	J361/4	74362229	Non-Cat	
82	SCREWDRIVER SET, PHILLIPS				QIA SET	
82a	#2 x 3 1/4"	Stanley Proto	J88324	67760835	Catalog	
82b	#1 x 6 3/4"	Stanley Proto	J88313	06061113	Catalog	
82c	#2 x 8"	Stanley Proto	J88328	67771832	Catalog	
82d	#2 x 12 3/4"	Stanley Proto	64-172	00273862	Non-Cat	
82e	#3 x 10 7/8"	Stanley Proto	J88336	04104931	Catalog	
82f	#2 x 16 3/4"	SK Tools	82018	67815654	Non-Cat	
83	SOCKET, ACCESSORIES, 1/4" DRIVE				Set 83	X
83a	HOLDERS, SOCKETS	Stanley Proto	J2571	84270685	Non-Cat	X
83b	BAR BREAKER	Stanley Proto	J4766	85215861	Catalog	X

83c	BAR, EXTENSION, 2'	Stanley Proto	J4759	85214005	Catalog	X
83d	BAR, EXTENSION, 6'	Stanley Proto	J4761	85214047	Catalog	X
83e	HANDLE, DRIVER	Stanley Proto	J4769	02290898	Catalog	X
83f	JOINT, UNIVERSAL	Stanley Proto	J4770	85214807	Catalog	X
83g	RATCHET, REVERSABLE	Stanley Proto	J4749P	74262890	Catalog	X
84	SOCKET SET, HEX BIT, 1/4" DRIVE				Set 84	X
84a	SOCKET, 5/64" HEX	Stanley Proto	J47705/64	84966142	Catalog	X
84b	SOCKET, 3/32" HEX	Stanley Proto	J47703/32	84966159	Catalog	X
84c	SOCKET, 1/8" HEX	Stanley Proto	J47701/8	84966175	Catalog	X
84d	SOCKET, 5/32" HEX	Stanley Proto	J47705/32	84966191	Catalog	X
84e	SOCKET, 3/16" HEX	Stanley Proto	J47703/16	84966209	Catalog	X
84f	SOCKET, 7/32" HEX	Stanley Proto	J47707/32	84966217	Catalog	X
84g	SOCKET, 1/4" HEX	Stanley Proto	J47701/4	84966225	Catalog	X
85	SOCKET SET, TORX BIT, 1/4" DRIVE				QIA SET	X
85a	SOCKET, T8	SK Tools	42908	70008867	Non-Cat	X
85b	SOCKET, T10	Stanley Proto	J4739-10W	00342345	Catalog	X
85c	SOCKET, T15	Stanley Proto	J4739-15W	00342352	Catalog	X
85d	SOCKET, T20	Stanley Proto	J4739-20W	00342360	Catalog	X
85e	SOCKET, T25	Stanley Proto	J4739-25W	00342378	Catalog	X
86	SKT SET, 6 PT SHALLOW, METRIC, 1/4" DR				Set 86	X
86a	SOCKET, 4MM	Stanley Proto	J4704M	85200301	Catalog	X
86b	SOCKET, 4.5MM	Stanley Proto	J47045M	85200327	Catalog	X
86c	SOCKET, 5MM	Stanley Proto	J4705M	85200343	Catalog	X
86d	SOCKET, 5.5MM	Stanley Proto	J47055M	85200368	Catalog	X
86e	SOCKET, 6MM	Stanley Proto	J4706M	85200384	Catalog	X
86f	SOCKET, 7MM	Stanley Proto	J4707M	85200400	Catalog	X
86g	SOCKET, 8MM	Stanley Proto	J4708M	85200426	Catalog	X
86h	SOCKET, 9MM	Stanley Proto	J4709M	85200442	Catalog	X
86i	SOCKET, 10MM	Stanley Proto	J4710M	85200467	Catalog	X
86j	SOCKET, 11MM	Stanley Proto	J4711M	85200483	Catalog	X
86k	SOCKET, 12MM	Stanley Proto	J4712M	85200509	Catalog	X
86l	SOCKET, 13MM	Stanley Proto	J4713M	70148242	Non-Cat	X
86m	SOCKET, 14MM	Stanley Proto	J4714M	70148358	Non-Cat	X
87	SKT SET, 6 PT SHALLOW, STD, 1/4" DR	Stanley Proto	J47106	01606359	Set 87	X
87a	SOCKET, 3/16"	Stanley Proto	J4706	85200061	Catalog	X
87b	SOCKET, 7/32"	Stanley Proto	J4707	85200087	Catalog	X

87c	SOCKET, 1/4"	Stanley Proto	J4708	85200103	Catalog	X
87d	SOCKET, 9/32"	Stanley Proto	J4709	85200129	Catalog	X
87e	SOCKET, 5/16"	Stanley Proto	J4710	85200145	Catalog	X
87f	SOCKET, 11/32"	Stanley Proto	J4711	85200160	Catalog	X
87g	SOCKET, 3/8"	Stanley Proto	J4712	85200186	Catalog	X
87h	SOCKET, 7/16"	Stanley Proto	J4714	85200202	Catalog	X
87i	SOCKET, 1/2"	Stanley Proto	J4716L	85201069	Catalog	X
87j	SOCKET, 9/16"	Stanley Proto	J4718	85200244	Catalog	X
88	SKT SET, 6 PT DEEP, METRIC, 1/4" DR				QIA SET	X
88a	SOCKET, 4MM	Stanley Proto	J4704LM	07030497	Non-Cat	X
88b	SOCKET, 4.5MM	Urrea	47045LM	88133137	Non-Cat	X
88c	SOCKET, 5MM	Stanley Proto	J4705LM	70148523	Non-Cat	X
88d	SOCKET, 5.5MM	Stanley Proto	J47055LM	84270800	Non-Cat	X
88e	SOCKET, 6MM	Stanley Proto	J4706LM	85201200	Catalog	X
88f	SOCKET, 7MM	Stanley Proto	J4707LM	85201226	Catalog	X
88g	SOCKET, 8MM	Stanley Proto	J4708LM	85201242	Catalog	X
88h	SOCKET, 9MM	Stanley Proto	J4709LM	85201267	Catalog	X
88i	SOCKET, 10MM	Stanley Proto	J4710LM	85201283	Catalog	X
88j	SOCKET, 11MM	Stanley Proto	J4711LM	85201309	Catalog	X
88k	SOCKET, 12MM	Stanley Proto	J4712LM	85201325	Catalog	X
88l	SOCKET, 13MM	Stanley Proto	J4713LM	85201341	Catalog	X
88m	SOCKET, 14MM	Stanley Proto	J4714LM	85201366	Catalog	X
89	SKT SET, 6 PT DEEP, STD, 1/4" DR	Stanley Proto	J47102	01606334	Set 89	X
89a	SOCKET, 3/16"	Stanley Proto	J4706L	85200905	Catalog	X
89b	SOCKET, 7/32"	Stanley Proto	J4707L	85200921	Catalog	X
89c	SOCKET, 1/4"	Stanley Proto	J4708L	85200947	Catalog	X
89d	SOCKET, 9/32"	Stanley Proto	J4709L	85200962	Catalog	X
89e	SOCKET, 5/16"	Stanley Proto	J4710L	85200988	Catalog	X
89f	SOCKET, 11/32"	Stanley Proto	J4711L	85201002	Catalog	X
89g	SOCKET, 3/8"	Stanley Proto	J4712L	85201028	Catalog	X
89h	SOCKET, 7/16"	Stanley Proto	J4714L	85201044	Catalog	X
89i	SOCKET, 1/2"	Stanley Proto	J4716L	85201069	Catalog	X
89j	SOCKET, 9/16"	Stanley Proto	J4718L	85201085	Catalog	X
90	SOCKET, ACCESSORIES, 3/8" DRIVE				QIA SET	X
90a	ADAPTER, SKT, 3/8" TO 1/4"	Stanley Proto	J5255	85214641	Catalog	X
90b	BAR, BREAKER	Stanley Proto	J5265	85215887	Catalog	X

90c	EXTENSION, 3"	Stanley Proto	J5260	85214120	Catalog
90d	EXTENSION, 6"	Stanley Proto	J5260-06	85214146	Catalog
90e	EXTENSION, 8"	Stanley Proto	J5261	85214161	Catalog
90f	EXTENSION, 18"	Stanley Proto	J5263	85214203	Non-Cat
90g	HOLDERS, SOCKETS	Stanley Proto	J2573	70552849	Non-Cat
90h	JOINT, UNIVERSAL	Stanley Proto	J5270	85214823	Catalog
90i	RATCHET, REVERSABLE	Stanley Proto	J5249P	74262940	Catalog
90j	SKT, FLAT TIP, 3/8"	Stanley Proto	J5240	85213684	Catalog
90k	SKT, PHILLIPS, #2	Stanley Proto	J5241	85213882	Catalog
90l	SKT, PHILLIPS, #3	Stanley Proto	J5242	85213908	Catalog
90m	SKT, SPARK PLUG, 13/16"	Stanley Proto	J5026HPA	98269269	Non-Cat
90n	SKT, SPARK PLUG, 5/8"	Stanley Proto	J5020-50	48631212	Catalog
90o	SKT, TORX, E12	SK Tools	42612	70008859	Non-Cat
91	SOCKET SET, HEX BIT METRIC, 3/8" DRIVE				Set 91
91a	SOCKET, 4MM	Stanley Proto	J4990-4M	85225407	Catalog
91b	SOCKET, 5MM	Stanley Proto	J4990-5M	85225423	Catalog
91c	SOCKET, 6MM	Stanley Proto	J4990-6M	85225449	Catalog
91d	SOCKET, 7MM	Stanley Proto	J4990-7M	85225464	Catalog
91e	SOCKET, 8MM	Stanley Proto	J4990-8M	85225480	Catalog
91f	SOCKET, 9MM	Stanley Proto	J4990-9M	85022820	Non-Cat
91g	SOCKET, 10MM	Stanley Proto	J4990-10M	85225506	Catalog
92	SOCKET SET, HEX BIT STD, 3/8" DRIVE				QIA SET
92a	SOCKET, 1/8"	Stanley Proto	J49901/8	85225209	Catalog
92b	SOCKET, 9/64	SK Tools	41206	82068701	Non-Cat
92c	SOCKET, 5/32	Stanley Proto	J49905/32	85225225	Catalog
92d	SOCKET, 3/16"	Stanley Proto	J49903/16	85225241	Catalog
92e	SOCKET, 7/32	Stanley Proto	J49907/32	85225282	Catalog
92f	SOCKET, 1/4"	Stanley Proto	J49901/4	85225308	Catalog
92g	SOCKET, 5/16"	Stanley Proto	J49905/16	85225340	Catalog
92h	SOCKET, 3/8"	Stanley Proto	J49903/8	85225365	Catalog
93	SOCKET SET, TORX BIT, 3/8" DRIVE				Set 93
93a	SOCKET T27	Stanley Proto	J5239-27W	84270859	Non-Cat
93b	SOCKET T30	Stanley Proto	J5239-30W	84270867	Non-Cat
93c	SOCKET T40	Stanley Proto	J5239-40W	84270875	Non-Cat
93d	SOCKET T45	Stanley Proto	J5239-45W	84270883	Non-Cat
93e	SOCKET T50	Stanley Proto	J5239-50W	98122898	Non-Cat

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X
X

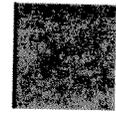
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93f	SOCKET T55	Stanley Proto	J5239-55W	98122906	Non-Cat		
94	SOCKET SET, CROWFOOT METRIC, 3/8" DR				Set 94	X	
94a	SOCKET, CROWFOOT, 10MM	Stanley Proto	J4910M	02459790	Catalog	X	
94b	SOCKET, CROWFOOT, 13MM	Stanley Proto	J4913M	02459824	Catalog	X	
94c	SOCKET, CROWFOOT, 16MM	Stanley Proto	J4916M	02459857	Catalog	X	
95	SOCKET SET, CROWFOOT STD, 3/8" DR				Set 95	X	
95a	SOCKET, CROWFOOT, 1/2"	Stanley Proto	J4916	85247963	Catalog	X	
95b	SOCKET, CROWFOOT, 9/16"	Stanley Proto	J4918	85247971	Catalog	X	
95c	SOCKET, CROWFOOT, 11/16"	Stanley Proto	J4922	85247997	Catalog	X	
96	SKT SET, 6 PT, SHALLOW METRIC, 3/8" DR	Stanley Proto	J52212	01606615	Set 96	X	
96a	SOCKET, 8MM	Stanley Proto	J5208MH	85202745	Catalog	X	
96b	SOCKET, 9MM	Stanley Proto	J5209MH	85202760	Catalog	X	
96c	SOCKET, 10MM	Stanley Proto	J5210MH	85202786	Catalog	X	
96d	SOCKET, 11MM	Stanley Proto	J5211MH	85202802	Catalog	X	
96e	SOCKET, 12MM	Stanley Proto	J5212MH	85202828	Catalog	X	
96f	SOCKET, 13MM	Stanley Proto	J5213MH	85202844	Catalog	X	
96g	SOCKET, 14MM	Stanley Proto	J5214MH	85202869	Catalog	X	
96h	SOCKET, 15MM	Stanley Proto	J5215MH	85202885	Catalog	X	
96i	SOCKET, 16MM	Stanley Proto	J5216MH	85202901	Catalog	X	
96j	SOCKET, 17MM	Stanley Proto	J5217MH	85202927	Catalog	X	
96k	SOCKET, 18MM	Stanley Proto	J5218MH	85202943	Catalog	X	
96l	SOCKET, 19MM	Stanley Proto	J5219MH	85202968	Catalog	X	
97	SKT SET, 6 PT, SHALLOW STD, 3/8" DR	Stanley Proto	J52126	01606508	Set 97	X	
97a	SOCKET, 1/4"	Stanley Proto	J5208H	85202026	Catalog	X	
97b	SOCKET, 5/16"	Stanley Proto	J5210H	85202042	Catalog	X	
97c	SOCKET, 3/8"	Stanley Proto	J5212H	85202067	Catalog	X	
97d	SOCKET, 7/16"	Stanley Proto	J5214H	85202083	Catalog	X	
97e	SOCKET, 1/2"	Stanley Proto	J5216H	85202109	Catalog	X	
97f	SOCKET, 9/16"	Stanley Proto	J5218H	85202125	Catalog	X	
97g	SOCKET, 5/8"	Stanley Proto	J5220H	85202141	Catalog	X	
97h	SOCKET, 11/16"	Stanley Proto	J5222H	85202166	Catalog	X	
97i	SOCKET, 3/4"	Stanley Proto	J5224H	85202182	Catalog	X	
97j	SOCKET, 13/16"	Stanley Proto	J5226H	85202208	Catalog	X	
97k	SOCKET, 7/8"	Stanley Proto	J5228H	85202224	Catalog	X	
97l	SOCKET, 15/16"	Stanley Proto	J5230H	85202240	Catalog	X	
97m	SOCKET, 1"	Stanley Proto	J5232H	85202265	Catalog	X	

98	SOCKET SET, 6 PT, DEEP, METRIC, 3/8" DR	Stanley Proto	J52205	01606573	Set 98
98a	SOCKET, 8MM	Stanley Proto	J5008MH	84270818	Non-Cat
98b	SOCKET, 9MM	Stanley Proto	J5009MH	85203909	Catalog
98c	SOCKET, 10MM	Stanley Proto	J5010MH	85203925	Catalog
98d	SOCKET, 11MM	Stanley Proto	J5011MH	85203941	Catalog
98e	SOCKET, 12MM	Stanley Proto	J5012MH	85203966	Catalog
98f	SOCKET, 13MM	Stanley Proto	J5013MH	85203982	Catalog
98g	SOCKET, 14MM	Stanley Proto	J5014MH	85204006	Catalog
98h	SOCKET, 15MM	Stanley Proto	J5015MH	85204022	Catalog
98i	SOCKET, 16MM	Stanley Proto	J5016MH	84270826	Non-Cat
98j	SOCKET, 17MM	Stanley Proto	J5017MH	85204048	Catalog
98k	SOCKET, 18MM	Stanley Proto	J5018MH	98787112	Non-Cat
98l	SOCKET, 19MM	Stanley Proto	J5019MH	85204063	Catalog
99	SOCKET SET, 6 PT, DEEP, STD, 3/8" DR	Stanley Proto	J52114	01606466	Set 99
99a	SOCKET, 1/4"	Stanley Proto	J5008H	85203602	Catalog
99b	SOCKET, 5/16"	Stanley Proto	J5010H	85203628	Catalog
99c	SOCKET, 3/8"	Stanley Proto	J5012H	85203644	Catalog
99d	SOCKET, 7/16"	Stanley Proto	J5014H	85203669	Catalog
99e	SOCKET, 1/2"	Stanley Proto	J5016H	85203685	Catalog
99f	SOCKET, 9/16"	Stanley Proto	J5018H	85203701	Catalog
99g	SOCKET, 5/8"	Stanley Proto	J5020H	85203727	Catalog
99h	SOCKET, 11/16"	Stanley Proto	J5022H	85203743	Catalog
99i	SOCKET, 3/4"	Stanley Proto	J5024H	85203768	Catalog
99j	SOCKET, 13/16"	Stanley Proto	J5026H	85203784	Catalog
99k	SOCKET, 7/8"	Stanley Proto	J5028H	85203800	Catalog
99l	SOCKET, 15/16"	Stanley Proto	J5030H	84270834	Non-Cat
99m	SOCKET, 1"	Stanley Proto	J5032H	84270842	Non-Cat
100	SKT SET, IMPACT SWIVEL METRIC, 3/8" DR				QIA SET
100a	SOCKET, 9MM	SK Tools	33359	00667428	Catalog
100b	SOCKET, 10MM	Stanley Proto	J7010M	85034049	Non-Cat
100c	SOCKET, 11MM	Stanley Proto	J7011M	85034056	Non-Cat
100d	SOCKET, 12MM	Stanley Proto	J7012M	85034064	Non-Cat
100e	SOCKET, 13MM	Stanley Proto	J7013M	85034072	Non-Cat
100f	SOCKET, 14MM	Stanley Proto	J7014M	85034080	Non-Cat
100g	SOCKET, 15MM	Stanley Proto	J7015M	85034098	Non-Cat
100h	SOCKET, 16MM	Stanley Proto	J7016M	85034106	Non-Cat

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100i	SOCKET, 17MM	Stanley Proto	J7017M	85034114	Non-Cat
100j	SOCKET, 18MM	Stanley Proto	J7018M	85034122	Non-Cat
100k	SOCKET, 19MM	Stanley Proto	J7019M	85034130	Non-Cat
101	SKT SET, IMPACT SWIVEL STD, 3/8" DR				Set 101
101a	SOCKET, 3/8"	Stanley Proto	J7273P	84987320	Catalog
101b	SOCKET, 7/16"	Stanley Proto	J7274P	84987338	Catalog
101c	SOCKET, 1/2"	Stanley Proto	J7275P	84987346	Catalog
101d	SOCKET, 9/16"	Stanley Proto	J7276P	84987353	Catalog
101e	SOCKET, 5/8"	Stanley Proto	J7277P	84987361	Catalog
101f	SOCKET, 11/16"	Stanley Proto	J7722H	84987031	Catalog
101g	SOCKET, 3/4"	Stanley Proto	J7724H	84987049	Catalog
102	SOCKET, IMPACT ACCESSORIES, 3/8" DR				QIA SET
102a	HOLDERS, SOCKETS	Stanley Proto	J2573	70552849	Non-Cat
102b	EXTENSION, 3"	Stanley Proto	J7175P	84986033	Catalog
102c	EXTENSION, 6"	Stanley Proto	J7176P	84986041	Catalog
102d	EXTENSION, 12"	Stanley Proto	J7178P	84986058	Catalog
102e	JOINT, UNIVERSAL	Stanley Proto	J7270P	84987098	Catalog
103	SKT SET, IMPACT, SHALLOW, STD, 3/8" DR				QIA SET
103a	SOCKET, 5/16"	Stanley Proto	J7210H	85209500	Catalog
103b	SOCKET, 3/8"	Stanley Proto	J7212H	85209542	Catalog
103c	SOCKET, 7/16"	Stanley Proto	J7214H	85209567	Catalog
103d	SOCKET, 1/2"	Stanley Proto	J7216H	85209583	Catalog
103e	SOCKET, 9/16"	Stanley Proto	J7218H	85209609	Catalog
103f	SOCKET, 5/8"	Stanley Proto	J7220H	85209625	Catalog
103g	SOCKET, 11/16"	Stanley Proto	J7222H	85209641	Catalog
103h	SOCKET, 3/4"	Stanley Proto	J7224H	85209666	Catalog
103i	SOCKET, 13/16"	Stanley Proto	J7226H	84270925	Non-Cat
103j	SOCKET, 7/8"	Stanley Proto	J7228H	84270933	Non-Cat
103k	SOCKET, 15/16"	Stanley Proto	J7230H	84270941	Non-Cat
103l	SOCKET, 1"	Stanley Proto	J7232H	84270958	Non-Cat
104	SKT SET, IMP, SHALLOW, METRIC, 3/8" DR				QIA SET
104a	SOCKET, 8MM	Stanley Proto	J7208M	85208783	Catalog
104b	SOCKET, 9MM	Stanley Proto	J7209M	85208791	Catalog
104c	SOCKET, 10MM	Stanley Proto	J7210M	85208809	Catalog
104d	SOCKET, 11MM	Stanley Proto	J7211M	85208817	Catalog
104e	SOCKET, 12MM	Stanley Proto	J7212M	85208825	Catalog

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104f	SOCKET, 13MM	Stanley Proto	J7213M	85208833	Catalog	
104g	SOCKET, 14MM	Stanley Proto	J7214M	85208841	Catalog	
104h	SOCKET, 15MM	Stanley Proto	J7215M	85208858	Catalog	
104i	SOCKET, 16MM	Stanley Proto	J7216M	84270909	Non-Cat	
104j	SOCKET, 17MM	Stanley Proto	J7217M	85208874	Catalog	
104k	SOCKET, 18MM	Stanley Proto	J7218M	07542285	Non-Cat	
104l	SOCKET, 19MM	Stanley Proto	J7219M	84270917	Non-Cat	
104m	SOCKET, 20MM	Stanley Proto	J7220M	07542343	Non-Cat	X
104n	SOCKET, 21MM	Stanley Proto	J7221M	07542392	Non-Cat	X
104o	SOCKET, 22MM	Stanley Proto	J7222M	07542434	Non-Cat	X
104p	SOCKET, 23MM	Stanley Proto	J7223M	07542467	Non-Cat	X
104q	SOCKET, 24MM	Stanley Proto	J7224M	07542475	Non-Cat	X
105	SOCKET, ACCESSORIES, 1/2" DRIVE				QIA SET	
105a	HOLDERS, SOCKETS	Stanley Proto	J2575	84270701	Non-Cat	
105b	ADAPTER, SOCKET, 1/2" TO 3/8"	Stanley Proto	J5653	85214682	Catalog	
105c	BAR, BREAKER, 15"	Stanley Proto	J5467	98107469	Non-Cat	
105d	EXTENSION, 3"	Stanley Proto	J5460	85214229	Catalog	
105e	EXTENSION, 5"	Stanley Proto	J5461	85214245	Catalog	
105f	EXTENSION, 10"	Stanley Proto	J5463	85214260	Catalog	
105g	EXTENSION, 20"	Stanley Proto	J5434	85206324	Catalog	
105h	JOINT, UINVERSAL	Stanley Proto	J5470	85214849	Catalog	
105i	RATCHET REVERSIBLE	Stanley Proto	J5449P	74262858	Catalog	
106	SOCKET, IMPACT ACCESSORIES, 1/2" DR				QIA SET	
106a	HOLDERS, SOCKETS	Stanley Proto	J2575	84270701	Non-Cat	
106b	BAR, EXTENSION, 3"	Stanley Proto	J7182P	85036200	Catalog	
106c	BAR, EXTENSION, 6"	Stanley Proto	J7181P	85036218	Catalog	
106d	BAR, EXTENSION, 10"	Stanley Proto	J7183-00	85036234	Catalog	
106e	JOINT UNIVERSAL	Stanley Proto	J7470P	85036176	Catalog	
107	SKT SET, IMP, SHALLOW METRIC, 1/2" DR				QIA SET	
107a	SOCKET, 10MM	Stanley Proto	J7410M	85212207	Catalog	X
107b	SOCKET, 11MM	Stanley Proto	J7411M	85212215	Catalog	X
107c	SOCKET, 12MM	Stanley Proto	J7412M	85212223	Catalog	X
107d	SOCKET, 13MM	Stanley Proto	J7413M	85212231	Catalog	X
107e	SOCKET, 14MM	Stanley Proto	J7414M	85212249	Catalog	X
107f	SOCKET, 15MM	Stanley Proto	J7415M	85212256	Catalog	X
107g	SOCKET, 16MM	Stanley Proto	J7416M	85212264	Catalog	X

X
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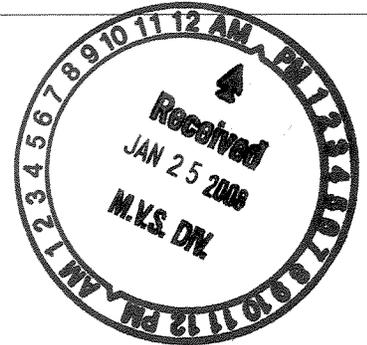
X
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107h	SOCKET, 17MM	Stanley Proto	J7417M	85212272	Catalog	X
107i	SOCKET, 18MM	Stanley Proto	J7418M	85212280	Catalog	X
107j	SOCKET, 19MM	Stanley Proto	J7419M	85212298	Catalog	X
107k	SOCKET, 20MM	Stanley Proto	J7420M	85212306	Catalog	X
107l	SOCKET, 21MM	Stanley Proto	J7421M	85212314	Catalog	X
107m	SOCKET, 22MM	Stanley Proto	J7422M	85212322	Catalog	X
107n	SOCKET, 23MM	Stanley Proto	J7423M	85212330	Catalog	X
107o	SOCKET, 24MM	Stanley Proto	J7424M	85212348	Catalog	X
107p	SOCKET, 25MM	Stanley Proto	J7425M	85212355	Catalog	X
107q	SOCKET, 26MM	Stanley Proto	J7426M	85212363	Catalog	X
107r	SOCKET, 27MM	Stanley Proto	J7427M	85212371	Catalog	X
107s	SOCKET, 29MM	Stanley Proto	J7429M	84270966	Non-Cat	X
107t	SOCKET, 30MM	Stanley Proto	J7430M	85212405	Catalog	X
107u	SOCKET, 32MM	Stanley Proto	J7432M	85212421	Catalog	X
107v	SOCKET, 38MM	SK Tools	84738	70008792	Non-Cat	X
107w	SOCKET, 46MM	SK Tools	84746	70008800	Non-Cat	X
108	SKT SET, IMP, SHALLOW STD, 1/2" DR				QIA SET	X
108a	SOCKET, 1/2"	Stanley Proto	J7416H	85210540	Catalog	X
108b	SOCKET, 9/16"	Stanley Proto	J7418H	85210565	Catalog	X
108c	SOCKET, 5/8"	Stanley Proto	J7420H	85210581	Catalog	X
108d	SOCKET, 11/16"	Stanley Proto	J7422H	85210607	Catalog	X
108e	SOCKET, 3/4"	Stanley Proto	J7424H	85210623	Catalog	X
108f	SOCKET, 13/16"	Stanley Proto	J7426H	85210649	Catalog	X
108g	SOCKET, 7/8"	Stanley Proto	J7428H	85210664	Catalog	X
108h	SOCKET, 15/16"	Stanley Proto	J7430H	85210680	Catalog	X
108i	SOCKET, 1"	Stanley Proto	J7432H	85210706	Catalog	X
108j	SOCKET, 1 1/16"	Stanley Proto	J7434H	85210722	Catalog	X
108k	SOCKET, 1 1/8"	Stanley Proto	J7436H	84270982	Non-Cat	X
108l	SOCKET, 1 3/16"	Stanley Proto	J7438H	94095163	Non-Cat	X
108m	SOCKET, 1 1/4"	Stanley Proto	J7440H	84270990	Non-Cat	X
109	SOCKET SET, IMP, DEEP, METRIC, 1/2" DR				Set 109	X
108a	SOCKET, 10MM	Stanley Proto	J7310M	85037265	Catalog	X
108b	SOCKET, 11MM	Stanley Proto	J7311M	85037273	Catalog	X
108c	SOCKET, 12MM	Stanley Proto	J7312M	85037281	Catalog	X
108d	SOCKET, 13MM	Stanley Proto	J7313M	85037299	Catalog	X
109e	SOCKET, 14MM	Stanley Proto	J7314M	85037307	Catalog	X

111l	17MM	Stanley Proto	J1217MASD	85220184	Catalog	X
111m	18MM	Stanley Proto	J1218MASD	85220200	Catalog	X
111n	19MM	Stanley Proto	J1219MASD	85220226	Catalog	X
112	WRCH SET, DWARF COMBINATION, STD				QIA SET	X
112a	1/4"	Stanley Proto	J1208T	84974070	Catalog	X
112b	9/32"	Stanley Proto	J1209E	84974385	Catalog	X
112c	5/16"	Stanley Proto	J1210E	84974393	Catalog	X
112d	11/32"	Stanley Proto	J1211E	84974401	Catalog	X
112e	3/8"	Stanley Proto	J1212E	84974419	Catalog	X
112f	7/16"	Stanley Proto	J1214E	84974427	Catalog	X
112g	1/2"	Stanley Proto	J1216E	84974435	Catalog	X
112h	9/16"	Stanley Proto	J1218E	84974443	Catalog	X
112i	5/8"	Stanley Proto	J1220E	84974450	Catalog	X
112j	11/16"	Stanley Proto	J1222T	84974146	Catalog	X
112k	3/4"	Stanley Proto	J1224T	84974153	Catalog	X
112l	13/16"	Stanley Proto	J1226ASD	84270628	Non-Cat	X
112m	7/8"	Stanley Proto	J1228ASD	64452832	Non-Cat	X
112n	15/16"	Stanley Proto	J1230ASD	04438842	Non-Cat	X
112o	1"	Stanley Proto	J1232ASD	64452766	Non-Cat	X
113	WRENCH SET, COMBINATION METRIC				QIA SET	
113a	6MM	Stanley Proto	86-851B	85022838	Non-Cat	
113b	7MM	Stanley Proto	J1207M-T500	05725775	Catalog	
113c	8MM	Stanley Proto	J1208M-T500	05725783	Catalog	
113d	9MM	Stanley Proto	J1209M-T500	05725791	Catalog	
113e	10MM	Stanley Proto	J1210M-T500	05725809	Catalog	
113f	11MM	Stanley Proto	J1211M-T500	05725825	Catalog	
113g	12MM	Stanley Proto	J1212M-T500	05725833	Catalog	
113h	13MM	Stanley Proto	J1213M-T500	05725858	Catalog	
113i	14MM	Stanley Proto	J1214M-T500	05725866	Catalog	
113j	15MM	Stanley Proto	J1215M-T500	05725536	Catalog	
113k	16MM	Stanley Proto	J1216M-T500	05725544	Catalog	
113l	17MM	Stanley Proto	J1217M-T500	05725569	Catalog	
113m	18MM	Stanley Proto	J1218M-T500	05725577	Catalog	
113n	19MM	Stanley Proto	J1219M-T500	05725593	Catalog	
113o	20MM	Stanley Proto	J1220M-T500	05725601	Catalog	
113p	21MM	Stanley Proto	J1221M-T500	05725619	Catalog	

113q	22MM	Stanley Proto	J1222M-T500	05725627	Catalog	X	
113r	23MM	Stanley Proto	J1223MASD	85220309	Catalog	X	
113s	24MM	Stanley Proto	J1224M-T500	05725643	Catalog	X	
113t	25MM	Stanley Proto	J1225MASD	85220341	Catalog	X	
113u	26MM	Stanley Proto	J1226MASD	85220366	Catalog	X	
113v	27MM	Stanley Proto	J1227MASD	85220382	Catalog	X	
113w	29MM	Stanley Proto	J1229MASD	85220424	Catalog	X	
113x	30MM	Stanley Proto	J1230MASD	85220440	Catalog	X	
113y	32MM	Stanley Proto	J1232MASD	85220465	Catalog	X	
114	WRENCH SET, COMBINATION STD						Set 114
114a	1/4"	Stanley Proto	J1208A	04546909	Non-Cat		
114b	5/16"	Stanley Proto	J1210-T500	05725817	Catalog		
114c	11/32"	Stanley Proto	J1211E	84974401	Catalog		
114d	3/8"	Stanley Proto	J1212-T500	05725841	Catalog		
114e	7/16"	Stanley Proto	J1214-T500	05725528	Catalog		
114f	1/2"	Stanley Proto	J1216-T500	05725551	Catalog		
114g	9/16"	Stanley Proto	J1218-T500	05725585	Catalog		
114h	5/8"	Stanley Proto	J1220-T500	67653634	Catalog		
114i	11/16"	Stanley Proto	J1222-T500	05725635	Catalog		
114j	3/4"	Stanley Proto	J1224-T500	05725650	Catalog		
114k	13/16"	Stanley Proto	J1226-T500	05725668	Catalog		
114l	7/8"	Stanley Proto	J1228-T500	05725676	Catalog		
114m	15/16"	Stanley Proto	J1230-T500	05725684	Catalog		
114n	1"	Stanley Proto	J1232-T500	05725692	Catalog		
114o	1 1/16"	Stanley Proto	J1234-T500	05725700	Catalog	X	
114p	1 1/8"	Stanley Proto	J1236-T500	05725718	Catalog	X	
114q	1 1/4"	Stanley Proto	J1240-T500	05725726	Catalog	X	
115	WRENCH SET, FLARE NUT, METRIC						QIA SET
115a	9MM X 11MM	Stanley Proto	J3709MT	84270727	Non-Cat		
115b	10MM X 12MM	Stanley Proto	J3710MT	84270735	Non-Cat		
115c	13MM X 14MM	Stanley Proto	J3713MT	73211880	Non-Cat		
115d	15MM X 17MM	Stanley Proto	J3715MT	07452329	Non-Cat		
115e	16MM X 18MM	Stanley Proto	J3716MT	84270743	Non-Cat	X	
115f	19MM X 21MM	Stanley Proto	J3719MT	84270750	Non-Cat	X	
116	WRENCH SET, FLARE NUT, STD						QIA SET
116a	1/4" x 5/16"	SK Tools	F810	67592816	Non-Cat		

213AFLEX	Inverted torx set, 13 pieces
FLXM13	Long Swivel ball extension socket, 3/8"
FLXM810	Long Swivel ball extension socket, 3/8"
FLXM813	Long Swivel ball extension socket, 3/8"
PFSXM910	Swivell ball extension socket, impact 3/8" drive
PFSXM912	Swivell ball extension socket, impact 3/8" drive
PFSXM913	Swivell ball extension socket, impact 3/8" drive
PFSXM914	Swivell ball extension socket, impact 3/8" drive
PFSXM915	Swivell ball extension socket, impact 3/8" drive
2071PSFM&	Metric 6 piece deep swivel impact socket
GAX36	1/2" drive impact 36" extension
GSAFIE	1/2" to 3/8" impact adoptor
GSAF2A	3/8" to 1/2" impact adoptor
GLA12B	1/2" to 3/4" Impact Adoptors
GLAS1E	3/4" to 1/2"
DTS16A	1/2" Surface Drive Impact Sockets
DTS18A	9/6" Surface Drive Impact Sockets
BOERM712	12 piece gear ratchetings wrench set, 8mm to 19mm
SIMML130	Extra Deep Impact Socket, 13mm
SIMML150	Extra Deep Impact Socket, 15mm
SVS807	7 piece set, 4 way angle bead wrenches
IMM210	21mm impact socket
IMM240	24mm impact socket
IMM270	27mm impact socket
HBFE32	Dead Blow hammer
HBR25	Brass hammer
SPB 18A	Pry-bar
SPB36	Pry-bar



January 22, 2008

Mr. Robert Pritchard
Director, MVS Division
American Postal Workers
Union, AFL-CIO
1300 L St NW
Washington DC 20005-4128

CERTIFIED MAIL NUMBER:
7002 0860 0006 9347 7081

Dear Bob:

This is in response to your inquiry regarding changes to Chapter 2 of Handbook PO-701, *Fleet Management*. You wrote that "the APWU believes the changes made in Chapter 2 of the handbook will affect wages, hours, and working conditions of our bargaining unit employees covered by Article 19 of the National Agreement."

The Postal Service is unaware of any changes and/or revisions made to Chapter 2 of Handbook PO-701, *Fleet Management*, since 2005.

Additionally, you requested any additional changes to this handbook made since 2005. A search of our records indicates that only one change was made during this timeframe. However, this change was made to Chapter 7, not Chapter 2 of the referenced document. Please find enclosed for your perusal, the notification dated, March 1, 2005, and the draft revision to Chapter 7 of Handbook PO-701, *Fleet Management*.

If you have any questions in regards to this matter, please contact Labor Relations Specialist, Clifton Wilcox, at (202) 268-5916.

Sincerely,

A handwritten signature in black ink that reads "John W. Dockins".

John W. Dockins
Manager
Contract Administration (APWU)

Enclosures: March 1, 2005 Notification
Handbook PO-701, Fleet Management, Chapter 7 Draft Revision



CERTIFIED MAIL:
7004 1160 0007 1013 6344

March 1, 2005

Mr. William Burrus
President
American Postal Workers
Union, AFL-CIO
1300 L Street, N.W.
Washington, DC 20005-4128

Dear Bill:

As a matter of general interest, we have enclosed a draft revision to Chapter 7 of Handbook PO-701, *Fleet Management*. The purpose of the revision is to clarify requirements and procedures related to disposal of surplus vehicles, and vehicle-related parts and equipment. We have also enclosed a copy of the text of Chapter 7 which identifies changes. This modification to Handbook PO-701 does not relate to the bargaining units within the meaning of Article 19.

If you have any questions concerning the foregoing, please contact Alan Moore of my staff at (202) 268-7795.

Sincerely,

A handwritten signature in black ink, appearing to read "Doug A. Tulino".

Doug A. Tulino
Manager
Labor Relations Policies and Programs

Enclosures

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to: LR505-012



Mr. William Burrus
President
American Postal Workers
Union, AFL-CIO
1300 L Street, N.W.
Washington, DC 20005-4128

COMPLETE THIS SECTION ON DELIVERY

A. Signature [Signature] Agent Addressee

B. Received by (Printed Name) [Signature] C. Date of Delivery 3-4-5

D. Is delivery address different from item 1? Yes No
If YES, enter delivery address below:

3. Service Type
 Certified Mail Express Mail
 Registered Return Receipt for Merchandise
 Insured Mail C.O.D.

4. Restricted Delivery? (Extra Fee) Yes

2. Article Number
(Transfer from service label)

7004 1160 0007 1013 6344



draft pending final approval

Fleet Management

Handbook PO-701

Draft November 2004

draft pending final approval

1 Title

draft pending final approval

2 Title

draft pending final approval

3 Title

draft pending final approval

4 Title

draft pending final approval

5 Title

draft pending final approval

6 Title

draft pending final approval

7 Disposal of Surplus Postal Service Owned - Vehicles, Parts, and Equipment

71 Purpose

Retention of surplus Postal Service-owned vehicles and vehicle-related parts and equipment (including obsolete items) is costly due to their continuing expense requirements and overall deterioration as a result of prolonged storage. Prompt disposal of surplus vehicles and vehicle-related parts and equipment reduces the Postal Service investment in capital assets, avoids costly and unnecessary maintenance costs, and minimizes vehicle cannibalization costs. Sales can also generate revenue back to the Postal Service and contribute to its overall financial position.

72 Scope

This chapter contains policies and procedures for disposal of surplus Postal Service-owned vehicles and vehicle-related parts and equipment. See also *Postal Operations Manual* (POM), section 735. For information on recording proceeds of motor vehicle sales, refer to Handbook F-1, *Post Office Accounting Procedures*, part 79.

73 Responsibility

731 **Headquarters Delivery Vehicle Operations**

Headquarters Delivery Vehicle Operations (VO) is responsible for directing, evaluating, and monitoring the disposal of vehicle disposals and vehicle-related parts and equipment. This responsibility includes directing the disposal of targeted groups of vehicles, developing and publishing Postal Service policy and procedures, and evaluating sales results and vehicle maintenance facility (VMF) disposal activities.

732 **Philadelphia Vehicles Category Management Center**

The Philadelphia Vehicles Category Management Center (Vehicles CMC) is responsible for enabling disposal-related services such as vehicle preparation, Internet sales of vehicles via online auction, and live auction services.

733 **District Manager**

The District Manager, through the manager of Vehicle Maintenance (MVM), is responsible for implementing, directing, evaluating, and controlling all vehicle and vehicle-related disposal activities within the cluster. This responsibility includes

identification, notification, and transfer of all excess vehicles to designated locations to meet service needs, and the proper and timely disposal of surplus vehicles.

734 **Manager of Vehicle Maintenance**

The district Manager of Vehicle Maintenance (MVM), or designee has the following responsibilities:

- a. Ensure the training of all appropriate VMF personnel in vehicle disposal preparation, methods, and procedures.
- b. Determine which vehicles are to be disposed of, ensure their proper preparation for sale, and approve district vehicle sales.
- c. Approve all vehicle disposals requiring the cannibalization and scrap methods.
- d. Ensure that appropriate Postal Service forms are completed and processed properly.
- e. Ensure that vehicle disposal information is promptly and accurately input to the Vehicle Management Accounting System (VMAS) LAN and that resulting changes are reflected in the Vehicle Information Center (VIC) mainframe.
- f. Each month, review mainframe reports AEA850PO1, *VMAS Sub-Ledger/Assigned Location of Vehicle*, and AEA850PO2, *VMAS Subledger/Assigned Location (Storage)*; verify the accuracy of vehicle location and information with the local VMAS/LAN; and correct any discrepancies on the VIC mainframe.
- g. Each month, review report AEA750PO3, *VMAS Vehicle Disposal Listing*, and promptly notify the San Mateo Motor Vehicle Accounting Section (MAS) of any discrepancy.
- h. Each month, review report AEA925PO1, *Vehicle Sales Analysis Report*, and verify that the gain or loss on sales is correct.

735 **Managers/Postmasters**

Local managers and postmasters are responsible for notifying the MVM of excess vehicles for reassignment or disposal as appropriate. Postmasters must comply with established procedures for handling and controlling funds received from vehicle sales conducted by VMFs.

74 Policy

741 **Excess Vehicles**

Postmasters and installation heads must identify to the MVM any vehicles determined to be excess to the needs of the function to which the vehicle is assigned. The MVM reassigns the vehicles to meet valid requirements within the cluster, and notifies the area Vehicle Maintenance Programs analyst (VMPA) of vehicles that are excess to the needs of the cluster. The area VMPA then reassigns the vehicles (except excess Postal Vehicle Service (PVS) vehicles - i.e., truck tractors, spotter tractors, cargo vans, or trailers) to meet valid requirements within the area, and notifies ~~Delivery Vehicle Operations (DVO)~~ of remaining excess vehicles. ~~DVO~~ will reallocate excess non-PVS vehicles to other areas as appropriate and will contact Headquarters Surface Operations for authorization of any PVS vehicle reassignments.

742 Criteria for Disposal

A vehicle must meet at least one of the following criteria for disposal:

- a. The vehicle has been replaced.
- b. The vehicle is uneconomical to repair.
- c. The vehicle is no longer needed within the Postal Service.

743 Vehicle Storage

If the MVM determines that a vehicle fits one or more of the criteria for disposal, the MVM has 60 days to store and dispose of the vehicle. The MVM must place such a vehicle into storage as soon as possible after making the decision.

75 Preliminary Vehicle Disposal Procedures**751 Prior Approval**

The MVM provides prior approval for all vehicle disposal transactions. Also, the proper personnel must complete required forms prior to disposal. See 77.

752 Removal of Mail, Mail-Related Equipment, and Postal Service Decals, Markings, and License Plates**752.1 Removal of Mail and Mail-Related Equipment**

VMFs must ensure that all mail and mail-related equipment are removed and handled properly.

752.2 Removal of Postal Service Decals, Markings, and License Plates

VMFs must ensure that Postal Service decals or markings are removed from vehicles prior to their disposal. Under no circumstances may Postal Service mail-hauling vehicles be sold with such decals or markings still on the vehicles. Remove the beltline stripes, eagle logo, vehicle numbers, and other Postal Service markings, including any glue residue or "ghost" markings that indicate the vehicle's connection to the Postal Service, and repaint as necessary to effect vehicle sale. Remove Postal Service license plates or "P-tags" from all vehicles and record them back into the P-tag inventory for reuse or destruction. Remove state license plates and handle in accordance with state requirements.

753 Safety Inspections and Emissions Inspections**753.1 Safety Inspections**

VMFs have the following responsibilities regarding safety inspections:

- a. Inspect all vehicles offered for sale.
- b. Note all known defects and disclose them to potential buyers or the authorized sales firm.
- c. Inspect tires and brakes to ensure that they meet minimum state specifications. If the applicable state does not require vehicle inspections, refer to *Vehicle Maintenance Bulletin V-07-98*, "Preventive Maintenance Inspection (PMI) Program" (June 1, 1998), as a specification guideline for tires and brakes. Disclose tire and brake measurements to potential buyers or the authorized sales firm.

753.2 Emissions Inspections

VMFs must provide any applicable emissions inspection information to potential buyers or the authorized sales firm in those states where such an inspection is required. Either the vehicle must be in compliance with the state emissions requirements, or the Postal Service must make the buyer or authorized sales firm aware of the deficiencies. The Postal Service must price the vehicles accordingly.

754 Cleaning, Body Work, Painting, and Repairs

Vehicles sold for other than scrap should be presented in clean condition. Invest in paint and minor repairs when those costs can reasonably be recovered through improved sales prices. Generally, vehicle preparation expenses (parts, materials, and labor, excluding decal removal costs) should not exceed 10 percent of the sale price of the vehicle. For each vehicle being prepared, document all preparation expenses on PS Form 4541, *Order-Invoice for Vehicle Repair (Commercial Work Order)*, or PS Form 4543, *Vehicle Maintenance Work Order*, or a contractor invoice. Open work orders are prohibited. When the expense to provide an operable vehicle cannot be justified, sell the vehicle as inoperable and state the reason(s) the vehicle is inoperable on all sales literature and documents.

755 Warranty and Purchaser's Responsibility

The Postal Service sells all vehicles "As Is, Where Is" without any guarantee or warranty, written or implied. No employee or agent of the Postal Service has authority to alter this provision. VMF sales personnel must encourage potential buyers to thoroughly inspect vehicles.

The following statement must appear on all sales brochures and bid forms:

The condition of the item offered is not guaranteed. Deficiencies, when known, have been indicated in the item description. However, absence of any indicated deficiency does not mean that the item may not have deficiencies. Buyers are cautioned to inspect before bidding or buying. The buyer assumes the responsibility and cost to have the vehicle inspected and registered as required by state and local government.

756 Planning

When planning a sale, select a sale method and location based on the number and type of vehicles for sale, their condition, and the local market. If selecting a local fixed-price sale, select a location that permits appropriate security during display and safe viewing by the public, and coordinate sale activities with Postal Police and the Inspection Service.

757 Sales of Related Surplus Items

VMFs may display and sell separately other surplus vehicle-related parts and equipment via eBay online auctions. Other surplus items that are obsolete for use at the VMF may be displayed and sold separately at local fixed-price or live auction sales. Examples are parts, service and parts manuals, and excess rims and tires that cannot be used on vehicles remaining in the fleet. Refer to the Vehicles CMC Web site for eBay preparation, listing, and disposal instructions. Access the Vehicles CMC web site at http://blue.usps.gov/purchase/supplies/sup_veh_home.htm.

The buyer/agent provides the local Postal Service retail sales associate with payment in full by cash, approved credit card transaction, or cashier's check or

money order payable to "United States Postal Service." The retail sales associate issues PS Form 3544, USPS Receipt for Money or Services, to the buyer/agent. For surplus parts, record the revenue to General Ledger Account 52955.000, "Credits to vehicle supplies/services." For all other surplus, record the revenue to General Ledger Account 54963.156, "Miscellaneous equipment/collections from sales."

76 Vehicle Disposal Methods

761 **General**

The MVM must dispose of surplus vehicles by one of the following methods, except when VO unless Headquarters issues vehicle-specific instructions:

a. Sales:

- (1) eBay online auction (for disposal of non-mailhauling sedans, vans, and pickup trucks only).
- (2) Fixed-price sale, for authorized sales of right-hand-drive (RHD) vehicles to rural carriers only (see part 762.12).
- (3) Auction sale, live-auctions for all other vehicles not explicitly covered by items 1 and 2, conducted by an accredited auction firm authorized by the Vehicles CMC (see 763.3).

b. Vehicle cannibalization/scrap.

c. Authorized donation.

Note: To request disposal exceptions due to extreme circumstances, submit requests to the manager of VO at Headquarters, who considers requests on a case-by-case basis. The MVM may not pursue alternative methods of sales without written or e-mail authorization from the manager of VO.

762 **Sale Restrictions**

The following restrictions apply to disposal of Postal Service-owned vehicles by the sales method.

762.1 **Right-Hand-Drive (RHD) Vehicles**

762.11 **Quarter-Ton Postal Service Jeeps**

Do not sell quarter-ton Postal Service jeeps under any circumstance except for destruction as scrap.

Jeeps may not be sold or disposed of for any other purpose (including sales to rural route carriers or the general public). Crushing or shredding is the recommended means of disposal. The manager of the VMF (MVMF) must perform the following tasks:

- a. Complete a Vehicle Disposal Agreement (see Exhibit 762.11).
- b. Obtain the signature of the person who is purchasing and destroying the vehicle.
- c. Ensure that the vehicle is destroyed and that all portions of the Vehicle Disposal Agreement are adhered to.
- d. To the extent practicable, witness the destruction of the vehicles.

- e. Process the completed and authorized PS Form 4587, *Request to Repair, Replace, or Dispose of Postal-Owned Vehicle*, through the same channels as a cannibalized vehicle.

draft pending final approval

Exhibit 762.11
Vehicle Disposal Agreement

[NOTE TO PRODUCTION: Insert text of agreement from previous edition.]

draft pending final approval

762.12 **Other RHD Vehicles**

The following sales restrictions apply to disposal of other RHD vehicles:

- a. If other RHD vehicles are no longer required for local, district, or area service needs as determined in part 741, area VMPAs will advise VO of excess RHD vehicles. VO may reallocate the RHD vehicles to another area, or authorize their disposal and disposal method.
- b. If disposal of other non-Jeep RHD vehicles is authorized by VO, offer any other RHD those vehicles first to rural carriers in accordance with the Memorandum of Understanding entitled "Availability of USPS Surplus Vehicles," which is published on pages 121 and 122 in Handbook EL 902, Agreement Between the United States Postal Service and the National Rural Letter Carriers' Association. (This handbook is accessible on the corporate intranet at <http://blue.usps.gov/cpim/ftp/hand/el902.pdf>.) The MVM or MVMF will notify the local Rural Letter Carriers' Association representative and local delivery offices with rural delivery of planned sales of RHD vehicles, at appropriate fixed prices. For 2 business days, the MVM or MVMF will offer RHD vehicles only to rural carriers. Rural carriers who purchase RHD vehicles must certify that they will use the vehicles in conjunction with their duties as rural carriers. After 2 business days, the MVM or MVMF will offer remaining RHD vehicles to the general public dispose of remaining RHD vehicle(s) through an authorized national live auction firm in accordance with part 761a(3), unless VO issues alternative instructions.

762.2 **Postal Service Personnel**

The following Postal Service personnel are prohibited from purchasing surplus Postal Service-owned vehicles, regardless of the sales method used:

- a. Managers of Vehicle Maintenance (MVM).
- b. Managers of VMFs (MVMFs).
- c. Designees with the authority to declare vehicles excess and/or available for sale, set the initial sales price, or reduce the sales price of vehicles.

The following Postal Service personnel are prohibited from purchasing surplus Postal Service-owned vehicles under the conditions noted:

- a. PCES employees and immediate family members who reside in their household, regardless of the sales method used (with the exception of rural carriers purchasing RHD vehicles).
- b. VMF employees and immediate family members who reside in their household, for any fixed-priced sale or live auction (with the exception of rural carriers purchasing RHD vehicles).
- c. Postal Service employees with direct knowledge of the established reserve, for eBay online auctions.
- d. Postal Inspection Service and Office of Inspector General employees, for sales by the Inspection Service and Office of Inspector General, including forfeited and seized vehicles.

Note: No employee may use Postal Service computer equipment, computer logon IDs, or e-mail accounts for the purpose of participating in online auction sales.

763 **Vehicle Sales**763.1 **eBay Online Auction Sale**763.11 **~~Philadelphia Vehicle Category Management Center~~ Vehicles CMC Responsibilities**

The ~~Philadelphia Vehicles Category Management Center~~ (Philadelphia CMC) has established procedures to sell surplus Postal Service-owned vehicles and vehicle-related parts and equipment (including obsolete items) using eBay online auctions. This method is authorized only for disposal of non-mailhauling sedans, vans, and pickup trucks, and surplus or obsolete vehicle-related equipment. It allows VMFs to take advantage of eBay's highly visited and competitive online auction Wweb site to maximize potential revenue and minimize the VMF's direct involvement in the sale.

763.12 **MVM Responsibilities**

The MVM has the following responsibilities:

- a. Provide the Vehicles Philadelphia-CMC with a completed "Table 1 - Required Information for Listing." ~~You can access~~ this table from the corporate intranet as follows:
 - (1) Access the Philadelphia PMSC Vehicles CMC Web site at http://blue.usps.gov/purchase/supplies/sup_veh_home.htm
<http://blue.usps.gov/purchase/material/pmsc/philadelphia>.
 - (2) Under "Vehicles CMC Information," click on Downloads.
 - (3) Under "Downloads," click on Disposals.
 - (4) Under "Downloads," click on Vehicle Disposal eBay Auctions Disposal Process.
 - (5) Under "Downloads," click on SOP for Online Auctions of Excess Vehicles.
 - (6) When the dialog box appears, either open the file directly or save it to your computer (following other prompts as they appear) and then open it.
 - (7) With the file open, scroll down to the last page of the document to locate Table 1.
- b. Ensure that the vehicle is in appropriate sales condition. ~~clean~~ Clean the vehicle inside and out and perform basic service (tire pressure, fluids, etc.) as needed. Be accurate about the condition of the vehicle - note any body damage, paint condition, interior tears in seats or carpets, overall mechanical condition, and known defects. Submit digital photos of the vehicle, including any damaged areas, if applicable. eBay allows four free pictures with each listing.
- c. In conjunction with the Vehicles Philadelphia CMC, and using the pricing methods in the 763.2 ("Fixed Price Sales"), establish the minimum price acceptable for the vehicle, also known as the "reserve price" using Kelly Blue Book (www.kbb.com) and Edmunds price guides (www.edmunds.com) and the factors listed in 763.2.

Note: For all vehicles, including seized vehicles released for sale by the Postal Inspection Service, ~~the~~ Postal Service recommends a reserve price of the wholesale value less 10 percent. The eBay item listing does not show viewers this amount. Once the reserve price is met or exceeded, the eBay

listing states "Reserve Price Met," and the bidding continues until the posted end date and time of the sale.

Note: Sellers can typically achieve fair market returns by having realistic price expectations and setting enticing reserve price amounts.

Once the auction has begun, the MVM will not adjust the reserve price of a sale vehicle. If the reserve price is not met by the end of the auction, the MVM and the Vehicles Philadelphia CMC may agree to accept the highest bid, but if in such a case they do not agree to sell the vehicle at the highest bid, they will reevaluate the reserve price and will place the vehicle for auction at a later date.

- ~~d. Through the area Manager, Distribution Networks, notify highway contract carriers of the Postal Service's intention to sell vehicles that are rated as 2-Ton capacity or above. Provide a description of each vehicle, the web address (www.ebay.com), and the Seller ID (USPS-AL-PMSC).~~
- d. e. Designate a knowledgeable VMF point-of-contact to answer all reasonable inquiries from potential bidders for any offered vehicle. However, the VMF must not mail, fax, or otherwise transmit VMF and commercial vehicle repair records and other information contained in the vehicle jacket to potential bidders.
- e. f. For information about payment, release of vehicle, and shipping and transportation, see item 8 of the document "SOP for Online Auctions of Excess Vehicles" (see 763.12a for directions for accessing this document).

763.2

Fixed-Price Sale

~~VMFs can use in this method for local sales of non-Jeep RHD vehicles to rural carriers in accordance with part 762.12. †The MVM establishes a sales price for each vehicle using a combination of the following:~~

- a. ~~Postal Service asset and salvage value (VMAS sub-ledger/VIC).~~
- b. ~~Kelly Blue Book (www.kbb.com) Local demand and local market knowledge.~~
- c. ~~Edmunds (www.edmunds.com) Vehicle condition.~~
- d. ~~Local demand and local market knowledge Other requirements or guidelines issued by VO.~~
- e. ~~Vehicle condition.~~

The MVM should base the sales price on several factors:

- a. Getting as high a price as possible without incurring undue expense in sales preparation, sales activities, or prolonged retention in inventory.
- b. Setting the price between the wholesale and fair-market values, using the sub-ledger figures as a guide.
- c. Giving consideration to the prevailing price in the area for a comparable vehicle.

~~The MVM can also sell vehicles to a wholesale dealer at wholesale prices. This method can eliminate some of the security and expense issues. A wholesaler can make offers for a number of vehicles and pick them up as a group, eliminating time spent on individual fixed-price sales.~~

~~Note: When stockpiling vehicles for the wholesale option, the MVM must not exceed the 60-day disposal requirement.~~

764

Vehicle Cannibalization/Scrap

Vehicle cannibalization is normally the most expensive means of vehicle disposal, so the Postal Service does not encourage this option. To be cannibalized, a vehicle must meet at least one of the following criteria:

- a. The condition of the vehicle precludes any reasonable return from sale.

~~At least 2 weeks before the sale date, the MVMF should advertise the sale via newspaper advertisements, Post Office lobby notices, and public displays on Postal Service premises. If vehicles will be displayed on Postal Service premises, notify the senior site official, the Postal Police, and the Postal Inspection Service. When planning a sale, consider heightened security requirements and the safety of both Postal Service employees and the public.~~

Vehicles are sold to rural carriers on a first-come-first-served basis. Have the vehicle jackets available for all sale vehicles listed.

The MVMF may reduce the sales price of a vehicle by a maximum of 10 percent below the initial sales price without approval from the MVM. The MVM may reduce the sales price of a vehicle by a maximum of 20 percent below the initial sales price without additional action. To reduce the initial sales price by more than 20 percent, the MVM must initiate another PS Form 4594, *Vehicle Sales Request and Report*, to reflect the reduction (see Part 77).

763.3 **Live Auction Sale**

A live auction sale allows up to ~~25~~ 50 vehicles to be sold during a short period of time. Auction sales must be conducted by professional auctioneers approved by the Philadelphia Vehicles CMC, in accordance with the following limitations:

- a. The MVM or MVMF is responsible for removing all Postal Service decals and markings from the vehicles (as described in 752) before releasing the vehicles to the auction firm, unless the auction firm is also providing decal removal service for the released vehicles.
- b. The MVM sets the minimum sale price of the vehicle(s).
- c. The MVM or MVMF completes an auction sales vehicle pick-up order (as required by the auction firm); PS Form 4577, *Leased Vehicle Condition Report* (which is used in these cases to note the condition of Postal Service-owned vehicles); Standard Form 97 (SF 97), *The United States Government Certificate of Release of a Motor Vehicle*; and PS Form 4595, *Postal Vehicle Sale/Purchase Agreement*, except for the price and the purchaser's name and address.
- d. The MVMF or MVM contacts the auction firm when vehicles are to be released for sale. The auction firm must pick up the vehicles within 3 working days after receipt of the pick-up order.
- e. The maximum number of vehicles that an auction firm may have in its possession "in process" to sell for any single VMF shall not exceed ~~25~~ 50 vehicles.
- f. The auction firm must sell each vehicle within 30 days of receipt. The auction firm may not impose vehicle storage fees.
- g. The auction firm has the right to reduce the price of any vehicle up to 5 percent, at the time of sale, should such an adjustment be appropriate in light of changed market conditions. The auction firm may not sell any vehicle for less than 95 percent of the minimum sales price established by the MVM without written approval from the MVM.

764 **Vehicle Cannibalization/Scrap**

Vehicle cannibalization is normally the most expensive means of vehicle disposal, so the Postal Service does not encourage this option. To be cannibalized, a vehicle must meet at least one of the following criteria:

- a. The condition of the vehicle precludes any reasonable return from sale.

- b. The VMF has an immediate need for a specific component or part that cannot be reasonably acquired through conventional supply channels.

The MVM or MVMF must provide justification on PS Form 4587, *Request to Repair, Replace, or Dispose of Postal-Owned Vehicle*, and send the completed form to the San Mateo Motor Vehicle Accounting Section (MVAS). **Note:** Block 3 of PS Form 4587 (Vehicle Number) requires the seven-digit Postal Service vehicle number, not the Vehicle Identification Number (VIN). All approval blocks must be completed.

If the vehicle is being cannibalized because it is damaged beyond repair and there was financial recovery from a third party, promptly send a copy of a check or receipt from the responsible party or insurance carrier to the MVAS. *If the vehicle will be repaired, do not send PS Form 4587 to the San Mateo MVAS.*

Note: Dispose of quarter-ton Postal Service jeeps as scrap when they are removed from service. Crushing or shredding is the recommended means of disposal.

Note: VMFs also use PS Form 4587 to authorize repairs that exceed the vehicle's one-time repair limit to a vehicle as defined in Exhibit 221.211. When used for this purpose, retain PS Form 4587 in the vehicle jacket. Do not send a completed and authorized PS Form 4587 to the San Mateo MVAS unless a vehicle has been scrapped and/or cannibalized and is to be removed from the vehicle asset master. The cannibalized or scrapped vehicle cannot be titled.

765 Authorized Donation

765.1 General

Headquarters Delivery Vehicle Operations (DVO) must approve all donations of Postal Service-owned vehicles. A vehicle donated to a suitable local educational institution or museum for static display must present a positive image of the Postal Service. The VMF must ensure that the vehicle's engine, transmission, and all fluids are removed and that the frame is rendered unserviceable by cutting or similar method.

After the MVM receives approval to donate a vehicle, the VMF must process PS Form 4587, as outlined in 764.

765.2 Museums (Static Display)

For a vehicle being donated to a museum or an organization for static display, the VMF must note the following in item 24 of PS Form 4587:

- a. The name and address of the museum or organization to which the vehicle has been donated.
- b. That the vehicle has been donated for display purposes only and is not to be titled or used on the road.

The MVM must provide a copy of the completed and authorized PS Form 4587 to the museum or organization receiving the vehicle to ensure that it understands and agrees that the vehicle is for display purposes and cannot be titled or used on the road.

765.3 Law Enforcement Agencies

The Postal Inspection Service has the authority to transfer Inspection Service vehicles to other law enforcement agencies. The Inspector-in-Charge must authorize the transfer in writing and must provide the Postal Inspection Service finance number to be charged for the donation. The MVM or MVMF administers the transfer of these vehicles and must complete SF 97, *The United States*

Government Certificate of Release of a Motor Vehicle, and must enter the word "DONATION" in the sales price block.

765.4 **Foreign Postal Administrations**

The Postal Service may occasionally donate surplus vehicles to foreign postal administrations.

Normally, these donations are in conjunction with international postal agreements. VO must authorize all donations in writing. The MVM or MVMF administers the transfer of these vehicles and must complete SF 97 and must enter the word "DONATION" in the sale price block.

765.5 **Other Requests**

The Postal Service cannot accommodate other requests for donations to local groups (including charitable or public service groups such as fire departments, police, school vocational programs, etc.) One reason is that the Postal Service has a responsibility to ratepayers to ensure that it captures disposal revenues. Another reason is that trying to meet all requests in a fair, reasonable, and equitable manner to the satisfaction of all parties (especially to those whom the Postal Service could not accommodate) would create an undue burden for the Postal Service.

766 **Receipt and Processing of Payment and Release of Vehicle**

The appropriate parties perform the following tasks to complete the receipt and processing of payment and the release of a vehicle.

- a. The MVM or MVMF (or designee) completes, prints, and signs PS Form 4595, *Postal Vehicle Sale/Purchase Agreement*, and provides the buyer/agent with the original signed PS Form 4595 to review and sign.
- b. The buyer/agent reviews and signs PS Form 4595 and returns it to the MVM or MVMF (or designee).
- c. The MVM or MVMF (or designee) makes two copies of the signed PS Form 4595, gives those two copies to the buyer/agent, and keeps the original signed document.
- d. The buyer/agent takes one of the copies of the signed PS Form 4595 to the local Postal Service retail sales associate and provides payment in full with cash, approved credit card transaction, or cashier's check or money order payable to the United States Postal Service. (The buyer/agent keeps the other copy of the signed PS Form 4595 for personal records.)
- e. The retail sales associate issues a ~~Post-Office receipt~~ PS Form 3544, *USPS Receipt for Money and Services*, to the buyer/agent and enters the revenue into General Ledger Account 54965, Account Identifier Code 154, to ensure proper accounting.
- f. The buyer/agent takes the ~~Post-Office receipt~~ PS Form 3544 back to the MVM or MVMF (or designee).
- g. The MVM or MVMF (or designee) verifies the ~~Post-Office receipt~~ PS Form 3544 with the location that processed the payment (normally with a local telephone call), makes a copy of the receipt for VMF records, and returns the original receipt to the buyer/agent.
- h. The MVM or MVMF (or designee) completes SF 97 as described in 774 and releases the vehicle to the buyer/agent.

77 Required Forms and Approvals for Vehicle Disposal

771 **PS Form 4587**

PS Form 4587, *Request to Repair, Replace, or Dispose of Postal-Owned Vehicle*, is used to initiate and approve all vehicle dispositions.

- a. When a non-district VMF requests approval to dispose of a vehicle, the MVMF initiates PS Form 4587.
- b. When a district VMF requests approval to dispose of a vehicle, the VMF designee initiates PS Form 4587.

The initiating employee (as described in items 771a and 771b) completes PS Form 4587, signs item 22a, and forwards the form to the MVM for action. Upon concurrence, the MVM signs item 23a and forwards the form to the Mmanager of Operations Programs Support for action. Upon concurrence, the Mmanager of Operations Programs Support signs item 25 and forwards the form to the Ddistrict Mmanager for final approval. Upon concurrence, the Ddistrict Mmanager returns the form to the VMF for the required action.

Only after the district manager grants final approval does the MVM determine the disposal method to be used (sale, cannibalizations/scrap, or donation).

Upon receiving authorization to dispose of the vehicle, the VMF does the following, as appropriate:

- a. For cannibalizations/scrap, send the completed, authorized PS Form 4587 to the San Mateo MVAS, and remove the vehicle from the vehicle asset master. Process PS Form 4587 as outlined in 764.
- b. For donations, process PS Form 4587 as outlined in 765 for vehicles being donated for static display.

Note: VMFs also use PS Form 4587 to authorize the repairs that exceed the one-time repair limit to a vehicle as defined in Exhibit 221.211. In accordance with *Administrative Support Manual* (ASM) Exhibit 351.21, the VMF retains a PS Form 4587 used for this purpose for 1 year after the disposal of the vehicle.

772 **PS Form 4594**

PS Form 4594, *Vehicle Sales Request and Report*, is required to request approval to sell a vehicle, regardless of the sales method. The MVM must approve the completed form prior to the initiation of any vehicle preparation or sales activity.

- a. When a non-district VMF requests approval to sell a vehicle, the MVMF initiates PS Form 4594, completes items a, b, c, and d, signs item 4, and forwards the form to the MVM for approval.
- b. When a district VMF requests approval to sell a vehicle, a VMF designee initiates PS Form 4594, completes items a, b, c, and d, signs item 4, and forwards the form to the MVM for approval.

When the sale is completed, the initiating employee (as described in items 772a and 772b) finalizes PS Form 4594 by completing items e, f, g, i, j, and k, and signs item 6. ~~In the event of For~~ an auction sale, the initiating personnel must also record the minimum acceptable bid for each vehicle in item h. The initiating facility files the original of PS Form 4594 in a master file by sale number and files a copy with the vehicle jacket ~~forwards a copy to the district Finance/Accounting office.~~ In accordance with ASM Exhibit 351.21, the VMF and district



American Postal Workers Union, AFL-CIO

1300 L Street, NW, Washington, DC 20005

**SENT CERTIFIED MAIL – RETURN RECEIPT (7006 0100 0007 0644 9907)
(Via-Facsimile Transmission)**

Robert C. Pritchard
Director
Motor Vehicle Service Division
1300 L Street, NW
Washington, DC 20005
(202) 842-4240 (Office)
(202) 842-8517 (Fax)

August 17, 2007

John Dockins, Manager
Contract Administration, Labor Relations
United States Postal Service
475 L'Enfant Plaza, S.W.
Washington, DC 20260

National Executive Board

William Burrus
President

Cliff "C. J." Guffey
Executive Vice President

Terry Stapleton
Secretary-Treasurer

Greg Bell
Industrial Relations Director

James "Jim" McCarthy
Director Clerk Division

Steven G. "Steve" Raymer
Director, Maintenance Division

Robert C. "Bob" Pritchard
Director, MVS Division

Regional Coordinators

Sharyn M. Stone
Central Region

Jim Burke
Eastern Region

Elizabeth "Liz" Powell
Northeast Region

William E. "Bill" Sullivan
Southern Region

Omar M. Gonzalez
Western Region

Dear John,

My recent review of the PO-701 on the Postal Service's Policynet, showed a number of changes to the handbook that are identified as: "Updated With Postal Bulletin Revisions Through March 31, 2005", to which the union did not receive prior notification.

Enclosed is a page from the manual showing changes. These changes obviously affect wages, hours, and working conditions; and should have been handled under the contractual format set forth in Article 19 of the agreement.

Please provide this office with specific copies of notification on these changes; sent to APWU President William Burrus, former APWU President Moe Biller, or Greg Bell, APWU Director of Industrial Relations. The APWU is also requesting any additional postal bulletin changes, or any other changes that followed the March 31, 2005 revisions to the PO-701, and the notification to the union.

Thank you.

Robert C. Pritchard, Director
Motor Vehicle Service Division

RCP/MOF:yd/opeiu#2/afl-cio
Encl.

1 Introduction and Overview

11 Purpose and Scope

111 **Purpose**

The purpose of this handbook is to provide the information necessary to support an aggressive, yet operationally efficient, fleet management program.

112 **Scope**

These guidelines and instructions cover the entire scope of vehicle services, including material handling and containerization methods, vehicle maintenance, tort claim accident investigations, processing, and adjudication, procurement procedures (including vehicle leasing), vehicle accounting, inventory control, and transportation of mail by postal-owned and leased vehicles.

12 Responsibilities

121 **Headquarters**

The Operations Systems and Performance Department (OSPD) is responsible for vehicle operations and maintenance. The Office of Fleet Management, OSPD, provides administrative support and technical guidance for operations and maintenance through the appropriate channels at the region and field division level.

122 **Region**

Designated personnel within the operations support function monitor the fleet management function.

123 **Field Division**

The person assigned to the field division position of manager, Vehicle Programs, has line responsibility for the fleet management function at the field division post office. This person provides functional guidance to field





August 24, 2007

Mr. Robert C. Pritchard
Director Motor Vehicle Division
American Postal Workers Union
AFL-CIO
1300 L Street, N.W.
Washington, DC 20005-4128

CERTIFIED MAIL NUMBER:
7001 2510 0008 2205 0966

Dear Bob:

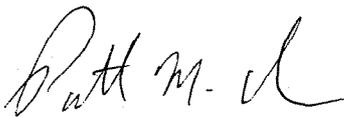
I am writing in response to your August 17 letter, concerning Postal Service Handbook PO-701 *Fleet Management*. Your letter indicates that changes have been made to the PO-701, and are identified as "Updated with Postal Bulletin Revisions through March 31, 2005." However, according to your letter, the union has not received prior notification of changes to the PO-701 since at least March 31, 2005.

Please find enclosed: 1) my September 8, 2005 letter to the APWU enclosing final draft revisions to the PO-701; 2) my January 26, 2006 letter to you requesting a meeting be held to discuss changes to the PO-701; and 3) a letter dated February 24, 2006 to you from Rodney Lambson of my staff which summarizes a meeting you attended on February 22, 2006 discussing, among other things, Handbook PO-701.

I trust these documents will address your concerns about prior notifications concerning changes to Postal Service Handbook PO-701 *Fleet Management*.

If you have any questions, please contact Patrick M. Devine at (202) 268-5421.

Sincerely,


John W. Dockins
Manager
Contract Administration (APWU)

Enclosures



February 24, 2006

Mr. Robert C. Pritchard
Director, Motor Vehicle Division
American Postal Workers Union
AFL-CIO
1300 L Street, NW
Washington DC 20005-4128

Dear Bob:

This is a follow up to the February 22 meeting you and Mike Foster had with Tim Currie, Delivery Vehicle Operations, Rick Fallica and Chuck Speelman, Surface Transportation, and me. Although the meeting was rather lengthy, I believe the agenda items that were addressed proved to be rather beneficial to the parties. The following represents an overview of the meeting:

- *Chapter 1.4.1 of AS-707A* language will be incorporated into *Fleet Management Handbook PO-701*. However certain terminology, such as, vehicle maintenance agreement has been replaced with language vehicle maintenance repair agreement. Additionally, *Series AS-707* has been obsolete. The Postal Service has since been governed by *39 CFR Sec 601, Purchasing Products and Services*. The parties will work jointly to review and incorporate *AS-707A* language into *Fleet Management Handbook 701*.
- *Tool Kit* – the parties will continue to work jointly to develop a mutually agreed upon list of tools to be contained in the tool kit.
- *Voyager Credit Card* – the use of the credit card is not intended to circumvent subcontracting or contractual obligations. The parties will continue to review those instances where subcontracting practices are considered questionable and take steps to ensure all applicable handbooks, manuals, and guidelines related to contracting are adhered.
- *Fuel Purchasing Program* – this program is strictly voluntary and is offered to *Highway Contract Route (HCR)* contractors. Once an HCR has been awarded and is operational, the contractor is given the option of purchasing their fuel through a fuel purchasing agreement with the Postal Service. By purchasing fuel through this program, HCR contractors avoid paying taxes and pump surcharges, and are able to pay the same price the Postal Service pays for its fuel.
- *Vehicle Shuttling and Towing Program* – while the union still believes this is a national contract the Postal Service has advised that this is still a national program that is being pilot tested in several sites. The intent is to keep mechanics on duty repairing postal vehicles as opposed to spending additional time shuttling and towing vehicles. The Postal Service also indicated that before a VMF manager can utilize the shuttling and towing program they must have completed local Article 32 considerations, as well as, notified local union official of their intentions.

- *Vehicle Maintenance Bulletins*- copies of vehicle maintenance bulletins will be available on the *Policy Net* page. The union now has access to the *Policy Net* page.
- *Update on upgrade of Vehicle Operations Assistant (VOA) Bulk Mails, Body Fender, and Painter Positions*- the effective date for the upgrade is **March 18, 2006**. The parties understand there will be no change to the duties and responsibilities of these position descriptions at this time.
- *Review of VMF Operations* – the parties will continue their ongoing discussions regarding the duties and responsibilities of clerical and administrative positions within the VMF operations.
- *Update of New Mack Tractors and Spotters*- the parties discussed the situation in **Miami FI and Midtown NY** with tall and oversize operators fitting behind the wheel in cabover tractors. The question was raised as to whether the cabover could be replaced with conventional tractors at this point in the deployment process. The union was told that in both locations the problems were being addressed locally to make an accommodation for tall and oversize tractor operators. The union also expressed concerns that spotter operators are being told that the vehicle can't be idled after 5 minutes, thereby rendering the air conditioner ineffective. The question was raised about direction fans in spotters. The parties agreed to further review the policy on use of directional fans and idling of vehicles.
- *Driver Training Orientation and Familiarization* – upon review of the program the union expressed a concern that some drivers might need additional time to become familiar with the new tractor/spotter. Rather than adopt a blanket policy to grant additional time, the parties were receptive to providing on a case by case basis, at the request of the employee and by determination of the Driver Instructor Examiner that additional familiarization time might be warranted. The Postal Service will discuss internally and get back to the union.

At the conclusion of the meeting the parties agreed to continue to share proposals and ideas on these agenda items and to schedule a meeting in the future to resolve unfinished business.

If you have any additional comments regarding the meeting, please do not hesitate to contact me. Otherwise, thank you for a very productive meeting.

Sincerely,


 Rodney J. Lambson
 Labor Relations Specialist
 Contract Administration

LABOR RELATIONS



January 26, 2006

Mr. Robert C Pritchard
Director, Motor Vehicle Division
American Postal Workers Union
AFL-CIO
1300 L Street, NW
Washington, DC 20005-4128

Certified Mail
7002 0860 0006 9347 6206

Dear Bob:

This letter is in response to your January 5 correspondence, as well as prior discussions with Rodney Lambson, regarding the insertion of language contained in Chapter 1.4.1 of the AS-707A into the Fleet Management Handbook PO-701 that is currently being revised.

Prior to inserting the language into the Fleet Management Handbook PO-701, the Postal Service believes it would be in the best interest of the parties to meet to ensure that the correct language is being inserted, in addition to the proper explanation and terminology being developed by the parties for the JCIM.

The Postal Service is available to meet with you during the week of February 6 to finalize this matter. Rodney Lambson will contact you for a mutually agreeable time and date during that week.

Sincerely,

A handwritten signature in black ink, appearing to read "John W. Dockins".

John W. Dockins
Manager
Contract Administration (APWU)

Chapter 1

Policy

1.1 Purpose

This handbook provides guidance on obtaining vehicle maintenance and repair services through vehicle maintenance agreements (VMAs). A VMA is an ordering agreement entered into by the Postal Service and a supplier of vehicle maintenance services. It sets forth the terms and conditions upon which a binding contract may be entered into at a later date, through placement and acceptance of an order.

1.2 Applicability in Relation to Publication 41, *Procurement Manual and Handbook AS-707, Procurement Handbook*

These procedures are issued in accordance with *Procurement Manual* (PM) 8.6.2. Unless otherwise stated in this handbook, the policies and procedures set forth in the PM and Handbook AS-707, apply to procurements of vehicle maintenance services. Where the contract provisions of this handbook vary from those contained in volume 2 of the PM, Handbook AS-707, or sample documents created by the Document Generator System (DGS), those established in this handbook prevail.

1.3 Authority

1.3.1 Request

Postal Service installation heads who do not have vehicle maintenance available in-house may request VMAs in accordance with these procedures (see the restrictions in 1.4).

1.3.2 Award

VMAs may only be awarded by contracting officers having authority to establish such agreements. Awards must be made in accordance with these procedures.

1.3.3 Administration

For VMAs, contract administration encompasses order placement, inspection and acceptance of services performed, verification of Forms 4541, preparing and submitting monthly billing summaries for payment, and record keeping, as well as any necessary VMA modification, termination, or dispute resolution activities. The contracting officer is assisted in these tasks by the appointed contracting officer's representative (COR) and other individuals, as described in chapter 4.

1.4 Restrictions

1.4.1 USPS Maintenance Available

VMAs should generally not be used by offices where vehicle maintenance is available in-house. However, when the Vehicle Maintenance Facility (VMF) cannot meet its requirements, such an office may submit a VMA request that justifies the need for supplementary services. VMAs should not be used to acquire inventory items for a VMF.

1.4.2 Frequency of Service

A VMA will ordinarily be awarded only when it is determined that the requesting office requires vehicle maintenance services at least six times

per month. Less frequent requirements may be met through local purchasing authority.

1.4.3 Amount of Service

VMA procedures may be used only when an office estimates that its vehicle maintenance expenditures will exceed \$2,000 per year. Requirements for smaller quantities may be met through local purchasing authority.

1.4.4 Order Limit

No single order placed under an agreement issued in accordance with these procedures may exceed \$5,000.

1.4.5 Vehicle Modifications

VMAs may not be used to enhance or improve any vehicle. They may be used only to obtain the following:

- a. Routine maintenance and repair services; and
- b. Vehicle modifications (such as pollution control or safety equipment) required by Postal, Federal, or State laws and regulations.

1.4.6 Washing and Polishing

Under most conditions, vehicle washing and polishing services should be obtained separately

from vehicle maintenance services, using either the procedures set forth in Handbook AS-707B, *Contracting for Vehicle Washing and Polishing Agreements*, or local purchasing procedures. However, in localities where only one supplier is available to provide all these services, a combined award may be made. It is suggested that the DGS format for VMAs be combined with the necessary washing and polishing elements to meet this sort of requirement.

1.5 Term

All VMAs will be awarded for an initial term of up to two years, with options to renew the agreement for four additional two-year terms for a total term of up to 10 years (see Clause OB-536, Term of Agreement).

1.6 Multiple VMAs

If it is determined that the volume of work may exceed the capacity of a single local supplier, multiple VMAs may be awarded (see 4.2.2 for ordering procedures). Contracting officers may consider awarding separate agreements for different categories of services (for example, an agreement for mechanical repairs, another agreement for body work, and so on).



American Postal Workers Union, AFL-CIO

*Railway
- Draft response
- when is 1st response?
Doc
1-9-05*

January 5, 2006

Robert C. Pritchard
Director
Motor Vehicle Division

202.842.4240 (Office)
202.289.3746 (Fax)

CERTIFIED MAIL RECEIPT# 7005 1160 0005 2538 0306

John Dockins Manager
Contract Administration, Labor Relations
United States Postal Service
475 L'Enfant Plaza, Room 9146
Washington, DC 20260-4125

National Executive Board

William Burrus
President

Cliff "C.J." Guffey
Executive Vice President

Ferry R. Stapleton
Secretary-Treasurer

Greg Bell
Industrial Relations Director

James "Jim" McCarthy
Director, Clerk Division

Steven G. "Steve" Raymer
Director, Maintenance Division

Robert C. "Bob" Pritchard
Director, MVS Division

Dear Mr. Dockins:

On September 13, 2005, I wrote a letter concerning an agreement that was reached between Anthony Veligante and Donald Ross that required insertion of Chapter 1.4.1 of the AS-707A into the Fleet Management Handbook P0-701.

As of today, I have not received a response from you regarding this letter. Therefore, this letter is a follow up since the P0-701 is now being re-written.

Please response to the previous letters enclosed.

Sincerely,

Robert C. Pritchard, Director
MVS Division

RCP:lsn
Opeiu#2
Afl-cio

Enclosures: Letter to J. Dockins dated September 13, 2005
Letter to Donald Ross from Anthony Vegliante
Copy of Chapter 1.4.1 policy

Regional Coordinators

Sharyn M. Stone
Central Region

Jim Burke
Eastern Region

Elizabeth "Liz" Powell
Northeast Region

Frankie L. Sanders
Southern Region

Omar M. Gonzalez
Western Region



American Postal Workers Union, AFL-CIO

September 13, 2005

Robert C. Pritchard
Director
Motor Vehicle Division

202.842.4240 (Office)
202.289.3746 (Fax)

National Executive Board

William Burrus
President

Cliff "C.J." Guffey
Executive Vice President

Terry R. Stapleton
Secretary-Treasurer

Greg Bell
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Robert C. "Bob" Pritchard
Director, MVS Division

Regional Coordinators

Sharyn M. Stone
Central Region

Jim Burke
Eastern Region

Elizabeth "Liz" Powell
Northeast Region

Frankie L. Sanders
Southern Region

Omar M. Gonzalez
Western Region

SENT CERTIFIED MAIL – 7002 2410 0002 4762 1260

John Dockins, Manager
Contract Administration
United States Postal Service
475 L'Enfant Plaza, SW
Room 9146
Washington, D.C. 20260-4125

Dear Mr. Dockins:

In October of 1995, just prior to my arriving in Washington, D.C., there was a letter from Anthony J. Vegliante (copy enclosed) addressed to Donald A. Ross confirming the agreement during the 1994 Motor Vehicle Craft negotiations that the language contained in Chapter 1.4.1 of the AS-707A would be added to the PO-701 (Fleet Management Handbook).

Verbally, I have made several inquiries on this issue, but I have in no way received official notification that this was done. I am aware that the Postal Service is in the process of rewriting the PO-701 and I want to make certain that this language is included in the new version. For contract purposes, I also would like confirmation that this language is presently being considered as part of the PO-701.

If you could provide me with documentation showing that this agreement was completed as obligated by the letter, I would greatly appreciate it. If no documentation exists, I would appreciate it if you would provide me with verification that the Postal Service will include this in the new PO-701.

Sincerely,

Robert C. Pritchard, Director
Motor Vehicle Division

RCP/ndh opeiu#2 afl-cio

Enclosures

LABOR RELATIONS

MOTOR VEHICLE
DIVISION
APWU



95 OCT 18 P12:06

October 16, 1995

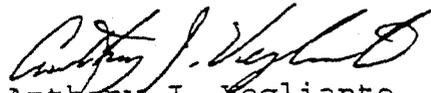
Mr. Donald A. Ross
Director, Motor Vehicle Division
American Postal Workers
Union, AFL-CIO
1300 L Street N.W.
Washington, DC 20005-4128

RE: Proposal MVS 32A-1 Subcontracting Vehicle Maintenance

Dear Mr. Ross:

This is to confirm our agreement during the 1994 Motor Vehicle Craft Negotiations that the language contained in Chapter 1.4.1 (USPS Maintenance Available) of the AS-707A will be added to the PO-701 (Fleet Management Handbook) within four months of the signing of the National Agreement.

Sincerely,


Anthony J. Vegliante
Manager
Contract Administration
APWU/NPMHU

Chapter 1

Policy

1.1 Purpose

This handbook provides guidance on obtaining vehicle maintenance and repair services through vehicle maintenance agreements (VMAs). A VMA is an ordering agreement entered into by the Postal Service and a supplier of vehicle maintenance services. It sets forth the terms and conditions upon which a binding contract may be entered into at a later date, through placement and acceptance of an order.

1.2 Applicability in Relation to Publication 41, *Procurement Manual and Handbook AS-707, Procurement Handbook*

These procedures are issued in accordance with *Procurement Manual (PM)* 8.6.2. Unless otherwise stated in this handbook, the policies and procedures set forth in the PM and Handbook AS-707, apply to procurements of vehicle maintenance services. Where the contract provisions of this handbook vary from those contained in volume 2 of the PM, Handbook AS-707, or sample documents created by the Document Generator System (DGS), those established in this handbook prevail.

1.3 Authority

1.3.1 Request

Postal Service installation heads who do not have vehicle maintenance available in-house may request VMAs in accordance with these procedures (see the restrictions in 1.4).

1.3.2 Award

VMAs may only be awarded by contracting officers having authority to establish such agreements. Awards must be made in accordance with these procedures.

1.3.3 Administration

For VMAs, contract administration encompasses order placement, inspection and acceptance of services performed, verification of Forms 4541, preparing and submitting monthly billing summaries for payment, and record keeping, as well as any necessary VMA modification, termination, or dispute resolution activities. The contracting officer is assisted in these tasks by the appointed contracting officer's representative (COR) and other individuals, as described in chapter 4.

1.4 Restrictions

*1.4.1 USPS Maintenance Available

VMAs should generally not be used by offices where vehicle maintenance is available in-house. However, when the Vehicle Maintenance Facility (VMF) cannot meet its requirements, such an office may submit a VMA request that justifies the need for supplementary services. VMAs should not be used to acquire inventory items for a VMF.

1.4.2 Frequency of Service

A VMA will ordinarily be awarded only when it is determined that the requesting office requires vehicle maintenance services at least six times

LABOR RELATIONS



September 8, 2005

Mr. William Burrus
President
American Postal Workers Union
AFL-CIO
1300 L Street, NW
Washington, DC 20005-4128

Certified Mail Number
7099 3400 0009 5114 1449

Dear Bill:

Enclosed are the final draft revisions to Chapter 1 of Handbook PO-701, *Fleet Management*.

The purpose of these revisions to Chapter 1 of Handbook PO-701, *Fleet Management* is to update the handbook with current information. It is not anticipated that the proposed changes will directly relate to wages, hours or working conditions.

Also being included with the Chapter 1 revision is Chapter 9, titled "*Transition Chapter – Postal Vehicle Service (PVS)*". This new chapter contains references to PVS operations that were previously integrated to other sections of the PO-701 handbook. As PO-701 sections are updated, their PVS-related content is being transferred to chapter 9. Upon development and dissemination of a PVS-specific handbook, this chapter will be eliminated.

Should there be any questions regarding the foregoing, you may contact Rodney J. Lambson of my staff at (202) 268-3827.

Sincerely,

A handwritten signature in black ink, appearing to read "John W. Dockins".

John W. Dockins
Manager
Contract Administration (APWU)

Enclosure

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1 Introduction and Overview Chapter 1 Introduction and Overview

2 ~~110~~ 11 Purpose and Scope

111 Purpose

~~The purpose of This handbook is to~~ provides the information necessary to support an aggressive, yet and operationally efficient, fleet management and maintenance program for Postal Service-owned and leased vehicles.

112 Scope

These guidelines and instructions cover ~~fleet administration the entire scope of vehicle services,~~ including material handling and containerization methods, vehicle maintenance facility operations, fleet requirements and utilization, tort vehicle damage claim procedures, accident investigations, processing, and adjudication, selected procurement procedures (including vehicle leasing), vehicle accounting, repair parts inventory control, and transportation of mail by postal-owned and leased vehicles ~~vehicle disposal.~~

~~120~~ 12 Responsibilities

121 Headquarters

121.1 General

~~The Operations Systems and Performance Department (OSPD) Vehicle Operations (VO) is responsible for vehicle operations and maintenance. Postal Service fleet policy and administration, fleet maintenance operations, and final approval of all vehicle modifications. The Office of Fleet Management, OSPD, VO provides administrative support and technical guidance for operations and maintenance through the appropriate area and district channels. at the region and field division level.~~

121.2 Fleet Purchasing

121.21 Vehicles Category Management Center

The Vehicles Category Management Center (Vehicles CMC) is responsible for acquisition of vehicles and administration of agreements and contracts for vehicle leasing (excluding trailers), maintenance-related services, repair parts, and non-fuel commodities such as tires. Refer to the Vehicles CMC website at http://blue.usps.gov/purchase/supplies/sup_veh_home.htm for more detailed information. See section 221.23 for restrictions on new vehicle acquisitions.

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121.22 Other Fleet-Related Purchasing

Information on portfolio and category management centers for fuel, batteries, tools, supplies, and environmental services is available on the Supply Management website at <http://blue.usps.gov/purchase>.

121.23 Access to Vehicle-Related Purchasing Systems

Transactional access to certain eBay catalogs and contracts for vehicles and vehicle-related commodities is restricted to vehicle maintenance employees as determined by headquarters VO and the Vehicles CMC.

121.3 Engineering

121.31 Technology Acquisition Management

121.311 Contracting Officer's Representative

Technology Acquisition Management (TAM) administers the mailhauling vehicle acquisition budgets and provides a contracting officer's representative (COR) to the Vehicles CMC. Refer to the TAM website at <http://web.eng.usps.gov/index.html> for more detailed information.

121.312 Research, Development, and Specifications

TAM also provides research, development, and test support for new vehicle technology; and maintains vehicle specifications, with input from requirements customers, Vehicle Operations, and the Vehicles CMC.

121.32 Equipment Requirements and Economic Analysis

The Equipment Requirements and Economic Analysis (EREA) organization prepares Decision Analysis Reports (DARs) for mailhauling vehicle acquisitions.

121.4 Brand Equity and Design

121.41 Vehicle Markings

All vehicle markings, paint schemes, and external decals are authorized by the headquarters manager, Brand Equity and Design, consistent with corporate image and branding goals. Refer to PUB 500G, Vehicles, for vehicle appearance requirements. Any deviation from these vehicle appearance requirements must be authorized in writing by the manager, Brand Equity and Design.

121.42 Use of Postal Vehicles in External Media

Use of Postal Service-owned or leased vehicles in non-Postal Service movies, videos, commercial advertisements and similar media must be approved in writing by the headquarters manager, Brand Equity and Design. Submit inquiries and requests through district and area communications managers. Ensure that vehicles supplied in response to approved requests comply with paint and decal schemes authorized in Publication 500-G, Vehicles, and otherwise present a positive image of the Postal Service fleet and its maintenance program.

122 Region Area

~~Designated personnel within~~ The operations support function is responsible for ensuring effective and efficient monitor the fleet management function, and maintenance operations, in compliance with established policies, programs, procedures, and regulatory requirements.

123 Field Division-District

~~The person assigned to the field division position of manager, Vehicle Programs, Vehicle Maintenance (MVM) has line responsibility for the fleet management and maintenance function at the field division post office district. This person~~ The MVM provides functional guidance to field vehicle maintenance facilities (VMFs) within the field division to and ensures compliance with Headquarters national policies and procedures. These duties include but are not limited to the following:

- a. ~~Establishing~~ Analyzing and supporting new vehicle service requirements;
- b. ~~Overseeing~~ Administering workhour, capital, and supplies and services equipment budgets;
- c. Validating staffing requirements for vehicle maintenance-related positions;
- d. ~~Overseeing the tort claim accident investigation program~~ Documenting claims for damages to Postal Service-owned and leased vehicles (except for vehicles leased by National Mail Transportation Purchasing);
- e. ~~Conducting the vehicle sales program.~~ Ensuring proper vehicle disposal;
- f. ~~Ensuring that Compliance with established preventative preventive maintenance programs; are followed.~~
- g. Performing quarterly Model VMF Performance Reviews, and;
- h. Ensuring VMF compliance with fleet-related purchasing requirements.

124 Management Sectional Center (MSC)

~~In an MSC having a vehicle maintenance facility and/or motor vehicle service, MSC manager/postmasters are responsible for the safe, efficient, and economical maintenance and operation of vehicles under their jurisdiction. The manager, Vehicle Services, has responsibility for both fleet operations and maintenance.~~

124 ~~425~~ Vehicle Post Offices and Other Operating Units

124.1 Utilization, Reporting and Maintenance

~~The Postmasters is and managers are responsible for the safe, efficient, and proper operation of economical maintenance and operation of assigned vehicles; the timely and accurate reporting of vehicle-related data including utilization and damage, deficiencies, and repair actions (including maintenance-related invoices); and for administering local outsourced maintenance (in coordination with the vehicle maintenance manager).~~

124.2 Vehicle Modifications Restricted

Permitted vehicle modifications are published via Vehicle Modification Orders (VMOs). VMOs are accessible on the Intranet at

<http://blue.usps.gov/cpim/vmo.htm>. No other vehicle modifications are authorized without written approval from the headquarters manager, Vehicle Operations. This restriction includes modifications of vehicle bodies, mail trays, seats and restraint systems, and chassis and components. This restriction is necessary to avoid proliferation of costly changes that generate little or no capturable benefit; and to avoid potentially dangerous or unintended impacts to vehicle integrity, performance, safety or environmental certifications, or maintenance requirements. See part 121.4 for restrictions against changes to trademarked vehicle paint and marking schemes.

13 130

Fleet Management and Maintenance Programs Organization

131 Vehicle Operations Fleet Management

Vehicle operations is a vital element of the mailhandling activity. The postal fleet is a critical enabler of mail collection, distribution, delivery operations, and support activities including building maintenance, sales, marketing, Inspection Service and Office of Inspector General operations. Vehicles are procured to move large volumes of mail between facilities or in-city delivery and also for certain service activities (i.e., firm pickup and delivery, plant leads, and collections). Vehicle operations provides safe, efficient, and economical use of postal owned and leased vehicles. The vehicle operations program encompasses local transport operations, processing of new vehicle requirements, leased vehicle administration, vehicle assignment, delivery and mail processing transportation requirements, labor relations, tort claim accident investigation and local adjudication, street supervision, safety, dock and maneuvering area design, traffic flow, container operations, and vehicle sales. Fleet management activities include: identification and processing of new vehicle requirements; leased vehicle administration; vehicle assignment; processing of claims for damage to Postal Service-owned and leased vehicles; and vehicle sales. Vehicle operations supervisors maintenance managers must work closely with delivery and mail processing supervisors and other functional areas to optimize the use of all available vehicles.

132 Vehicle Maintenance

Vehicles are serviced and repaired in approximately 225 USPS vehicle maintenance facilities (VMFs) and in a great many through a network of vehicle maintenance facilities (VMFs), supplemented by commercial garages throughout the country. Vehicles are to be kept in safe, operable, and clean condition for use in the most economically feasible manner, for use and in compliance with established standards and requirements policies and procedures. Vehicle maintenance encompasses: selecting and training mechanics, operation of Postal Service vehicle maintenance facilities, including providing garages, tools, and equipment; ensuring compliance with safety, environmental, and security requirements in VMF operations; and monitoring and complying with and maintaining preventive maintenance standards. Related to this effort is the are assistance in the preparation of specifications for vehicles; quality control, and pilot model testing of new vehicles; purchasing and inventorying parts, tires, fuel, oil, and other vehicle-related equipment and supplies; operational administration of alternative fuel vehicle programs; supporting tests of vehicle-related equipment, methods or materials; greases, performing alternate fuel testing, handling hazardous materials; performing vehicle modifications; compiling and

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reporting vehicle cost data; and administering the vehicle warranty and disposal programs.

140 Fleet Management Programs

141 Model Vehicle Services Program

133 Vehicle Maintenance Facility (VMF) Model Performance Review Program

133.1 Scope and Objective

141.1 Objective

The VMF Model Performance Review program encompasses both vehicle maintenance facilities and their operations, and the condition of vehicles at operating units. The Model Review program implements, maintains, and measures uniform or regulatory policies and procedures, and maximizes efficiency by identifying and correcting performance deficiencies. The objective of the model vehicle services program is to implement and maintain uniform policies and procedures for vehicle services operations and to maximize efficiency by identifying and correcting service deficiencies.

141.2 Scope

The Model Vehicle Services Program encompasses both vehicle operations and vehicle maintenance.

133.2 Model VMF Review Tool

The current authorized Model VMF Review tool and scoring system is accessible via the Vehicle Operations (VO) website at http://blue.usps.gov/delivery/del_vehicles_accounting_info_systems.htm.

This is the only authorized Model VMF review tool.

141.3 Model Certification

141.31 General

The model vehicle services program has two levels of certification which encompasses both vehicle operations and vehicle maintenance. The highest level of certification is the Model I office, with the next level being the Model II. Certification at both levels is valid for a period of three years. The underlying purpose of the certification program is to measure uniform and consistent compliance with current operating instructions and regulations and to ensure that VMFs are operating safely, efficiently, and effectively.

141.332 Fleet Management Advisory Council

133.31 National Review Team

The Fleet Management Advisory Council has overall responsibility for the model vehicle services certification program. In addition to recommending model vehicle services policy to the Office of Fleet Management, the mission of the council is to develop programs that improve productivity and reduce costs. The council serves as a communication network for field input and provides a forum for an effective interchange of ideas. The council creates work and task groups to study

problems from the field or OFM and recommends solutions. The council has 16 members, as follows, who serve three-year terms: Headquarters Vehicle Operations (VO) sponsors a national review team in order to assess the general quality of vehicle maintenance operations; to encourage and stimulate consistent and compliant VMF operations; to review and update standardized operating procedures; and to assist in developing employees (from any level of the organization) with vehicle maintenance or related responsibilities. The national review team includes:

- a. Designated headquarters program manager(s).
- b. Staff person from each regional office. Area vehicle maintenance staff.
- c. Two field division vehicle program managers from each region. These managers are selected from model vehicle service units by the council with the concurrence of Headquarters and respective regional offices. District vehicle maintenance staff, selected with the concurrence of Headquarters and respective area and district offices.
- d. Supplemental area and/or district safety and environmental staff as appropriate for selected review sites.
- e. "Participant-observers," for employee-development purposes.

Area and district team members rotate every 2 years

133.32 **Area Review Teams**

Areas establish and maintain Model VMF review teams as necessary to measure VMF performance and ensure compliance with established VMF processes and procedures. Areas review each vehicle maintenance facility (including auxiliary facilities) at least once every 3 years, using the authorized Model Review tool and conduct follow-up reviews as warranted by findings. Area team members are identified from qualified district and area staff, supplemented by safety and environmental resources as necessary. Selection and rotation of team members is at the discretion of the area.

133.33 **District and Local Self-Reviews**

Managers Vehicle Maintenance (MVM) and Managers Vehicle Maintenance Facilities (MVMF) must use the Model Review tool on a quarterly basis to assess the quality of district-wide VMF operations. Managers analyze findings, ensure corrective action is taken as necessary, and submit results to areas and/or headquarters on request. Retain results of the prior four quarterly reviews locally.

133.4 **Participation and Frequency**

Area review teams must assess each VMF (including auxiliary facilities) at least once every 3 years and ensure that local self-reviews are completed quarterly. Completion of a national review satisfies the area 3-year requirement and the district/local quarterly requirement, except where more frequent follow-up is structured based on significant findings.

141.33 **Model I Certification**

This designation is awarded to those units that have already received the Model II designation and have achieved and maintained an efficiency rating of not less than 95 percent for a minimum of three consecutive quarters. The Model I

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~~designation requires on-site inspection and approval by a Fleet Management Advisory Council review team.~~

141.34 Model II Certification

~~This designation is awarded to those units that achieve and maintain a minimum rating of 85 percent for a period of three consecutive quarters. The Model II certification also requires on-site inspection and approval by a Fleet Management Advisory Council review team.~~

~~**Note:** Auxiliary VMFs may qualify for either Model I or Model II certification.~~

133.5 Model Certification

VMFs that achieve a score of 95.0 or higher on a national or area review are designated Model I facilities. VMFs that score between 85.0 and 94.99 on a national or area review are designated Model II facilities.

141.35 Request for Certification

~~Field divisions must request a review by the Fleet Management Advisory Council for certification as Model I or II, with a copy of the request to the Office of Fleet Management at Headquarters. The council will appoint a review team, and the team report will be sent to OFM.~~

141.36 Request for Recertification

~~The Model I and Model II recertification requires a written request by the field division and on-site review by a Fleet Management Advisory Council review team.~~

141.4 Model Vehicle Services Training, Testing and Evaluations

133.6 Special Consideration for Model I and II Facilities

Model offices may be used to train employees, test new products, or evaluate state-of-the-art technologies. VMFs that have achieved and maintained Model I or Model II status, subject to validation by area and/or national review teams, will be given priority for testing new products, equipment, and procedures, and evaluating state-of-the-art technologies.

141.5 Transportation Subsystem Audit

141.51 Definition

~~The Transportation Subsystem Audit is an integral part of the Model Vehicle Services and the Customer Services Improvement Process (CSIP) programs. The audit is a key tool for determining the efficiency of a unit at any given time and to identify areas that require corrective action.~~

141.52 Completion

~~141.521 The Transportation Subsystem Audit is performed in each vehicle service and auxiliary service unit on a quarterly basis. The unit being audited must retain the completed audits for two years.~~

~~141.522 The MFO is responsible for answering the audit questions and for taking corrective action for those questions that are answered "No."~~

~~141.523 In cases when a particular question is not applicable, the MFO must answer "N/A" (not applicable) and explain why the question is not applicable.~~

~~141.6 Model Vehicle Operations Maintenance Assistant Program~~

~~The Model Vehicle Operations Maintenance Assistant (VOMA) Program is an extension of the Model Vehicle Services Program. The MFO or designee from the parent VMF conducts the certification audits. Recertification of Model VOMA operations must be made at least once each fiscal year. The MFO must conduct the audit in a positive manner with no exceptions and must provide whatever assistance is necessary for a unit to become a model unit.~~

142.14 Fleet Stratification Program

142.1 141 Definition Objective

142.2 Objective

The objective of fleet stratification is to support functionally-based requirements, achieve reasonable standardization of vehicles, enable streamlined and leveraged acquisition processes, improve operational benefits, and reduce maintenance costs. Refer to section 221.2 for vehicle repair, replacement, and reassignment guidelines, and restrictions on vehicle acquisitions.

142 Fleet Categories

~~Fleet stratification is a Headquarters program designed to reduce vehicle classes into four distinct groups. The Postal Service fleet is stratified into four categories:~~

- ~~a. Light Delivery. Carrier route vehicles (principally right-hand drive, but including some left-hand drive minivans);~~
- ~~b. Intermediate Delivery. Mixed delivery and collection vehicles (principally 1-ton and 2-ton trucks, supplemented by minivans);~~
- ~~c. Cargo Vans. Heavy vehicles (e.g. cargo vans, spotter tractors, truck tractors, and trailers used in Postal Vehicle Service, PVS); and~~
- ~~d. Tractor-trailer Units. Non-mailhauling vehicles.~~

143 Principal Vehicle Types and Specifications

Examples of carrier route, mixed delivery and collection, heavy vehicles, and related specification information, are available on the headquarters Vehicle Operations website at http://blue.usps.gov/delivery/del_vehicles_specs_markings.htm.

142.3 Long Life Vehicle

~~The backbone of the fleet stratification program is the Long Life Vehicle (LLV). See Exhibit 142.3. The LLV will replace the entire 1/4-ton and 1/2-ton delivery fleet. This replacement requires approximately six years and demands special attention from all levels of delivery management. The planned benefits include~~

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increased cubic capacity, improved mail security, improved driver comfort, increased fuel economy, and lower maintenance costs. The operational success of the LLV is the responsibility of all division/MSD managers. As the LLV is delivered, deployment based on local operational requirements will provide the greatest benefits. The operational goal of division/MSD managers is to reduce the total number of delivery vehicles assigned to an office. Division/MSD managers must make every effort to use the LLV to its greatest operational capacity.

Exhibit 142.3 (p. 1)

Characteristics of the Long Life Vehicle

Fleet size has been increasing annually, and this is reflected in an increase in fleet cost. A reduction or halting of this growth will be necessary to contain rising costs. Every effort must be made to use the long life vehicle to its greatest operational benefits.

The new postal van at a glance:

Dimensions: Inches

Overall Length 175.5

Width 79.25

Height 85.00

Wheel Base 100.5

Weight 3,008 lbs.

Cargo Capacity 1,000 lbs. (108 cu. ft.)

Engine:

Type 4 cylinder, in line, gasoline

Displacement 2.5 liters

Fuel system Throttle Body Injection

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Exhibit 142.3 (p. 2)

Characteristics of the Long Life Vehicle

[NOTE: insert pix.]

Our New Long life Vehicle Will Have the Following Features—All Standard.

Chassis and Body: Automatic transmission, 3-speed; rear wheel drive; limited slip differential; aluminum body; corrosion resistant, steel frames; right hand drive; power steering; tires, Lt 195/75R14; turning circle, curb to curb—34.6 feet.

Fuel Economy: EPA Combined Rating—21.6.

Mechanical: 4-cylinder fuel-injected engine; right hand drive; automatic transmission; power-assisted heavy duty, front wheel disc brakes; power steering; 12-volt maintenance-free battery; double-A arm coil spring front suspension; all weather light truck, steel-bolted tubeless radial tires.

Exterior: Tinted safety glass windshield; 2-speed windshield wipers with blade-mounted windshield washers.

Comfort: Bi-level power air-flow ventilation with dash-mounted air deflectors; heater/defroster with two-speed electric blower; seat for driver that swivels for easy ingress/egress and access to rear cargo compartment; nylon-woven-cloth fabric upholstery; interior sound level that will not exceed limits for passenger vehicle.

Safety: Crashworthiness at 35 mph; molded or impact-absorbing bumper that can withstand collision at 5 mph; collapsible steering column; safety belts for driver and passenger with automatic locking-type retracting reel.

Capacity: 108 cu. ft. cargo area with A-Track for securing containers with belts or bars (compares with 40 cu. ft. area in quarter-ton; 130 cu. ft. area in half-ton; half-ton cargo load).

Special Features: Working shelf that accepts three letter trays; easily installed passenger seat for training, route-sharing purposes; solid partition behind driver/passenger area with built-in lockable sliding door for access to cargo area.

Other: Minimum fuel capacity of 12 gallons; turning diameter that does not exceed 40 feet.

9 Transition Chapter – Postal Vehicle Service

91 Purpose and Scope

911 Purpose and Scope

This chapter contains references to Postal Vehicle Service (PVS) operations that were previously integrated to other sections in this handbook. A separate handbook for PVS operations is under development. In the interim until its completion and publication, references unique to PVS operations are being transferred to this transition chapter. On publication of a replacement handbook for PVS operations, this transition chapter will be eliminated.

912 Special Numbering Method

For ease of reference, PVS-related material transferred to this chapter from other sections of Handbook PO-701, *Fleet Management*, retains its original numbering, preceded by "9 -". As an example, former section 212, Mail Distribution and Equipment, is transferred to Chapter 9, part 9-212.

92 Transition Content

9-131 Vehicle Operations

Vehicle operations is a vital element of the mailhandling activity. Vehicles are procured to move large volumes of mail between facilities or in-city delivery and also for certain service activities (i.e., firm pickup and delivery, plant loads, and collections). Vehicle operations provides safe, efficient, and economical use of postal-owned and leased vehicles. The vehicle operations program encompasses local transport operations, processing of new vehicle requirements, leased vehicle administration, vehicle assignment, delivery and mail processing transportation requirements, labor relations, tort claim accident investigation and local adjudication, street supervision, safety, dock and manuevering area design, traffic flow, container operations, and vehicle sales. Vehicle operations supervisors must work closely with delivery and mail processing supervisors to optimize the use of all vehicles.

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Error! No text of specified style in document.

9-141.5 Transportation Subsystem Audit

9-141.51 Definition

The Transportation Subsystem Audit is an integral part of the Model Vehicle Services and the Customer Services Improvement Process (CSIP) programs. The audit is a key tool for determining the efficiency of a unit at any given time and to identify areas that require corrective action.

9-141.52 Completion

9-141.521 Schedule

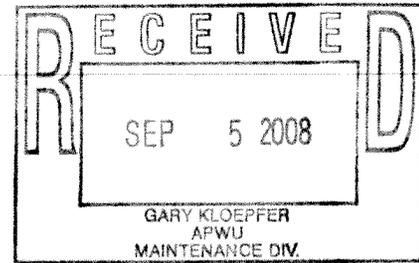
The Transportation Subsystem Audit is performed in each vehicle service and auxiliary service unit on a quarterly basis. The unit being audited must retain the completed audits for two years.

9-141.522 MFO Responsibility

The MFO is responsible for answering the audit questions and for taking corrective action for those questions that are answered "No."

141.523 Questions Not Applicable

In cases when a particular question is not applicable, the MFO must answer "N/A" (not applicable) and explain why the question is not applicable.



September 2, 2008

Mr. Gary Kloepfer
Assistant Director
Maintenance Division
American Postal Workers Union,
AFL-CIO
1300 L Street, NW
Washington, DC 20005-4128

Sent By Certified Mail
Tracking No.: 7001 2510 0008 2205 4971

RE: Q00C-4Q-C07023630
HQTT200613
Washington, DC 20260-4100

Dear Gary:

In accordance with Article 15.2 (Step 4) (a), the Postal Service is providing you with its understanding of the issue involved. We met on several occasions, including a meeting on February 8, 2008 with program personnel, to discuss the issue(s) in dispute and were unable to reach an agreement.

Background:

The Union, pursuant to Article 15, Sections 2 and 4, by letter dated November 9, 2006, initiated a Step 4 dispute concerning safety issues related to the use and transport of certain Mail Transportation Equipment (MTE).

Specifically, the Union alleges that: 1) the use of non-postal corrugated containers do not meet established Postal standards and expose employees to unsafe working conditions; 2) the failure of the Postal Service to create a Standard Operating Procedure (SOP), a Job Safety Analysis (JSA) etc. for the use of Postal and non-postal corrugated containers for all types of employees represents an unsafe working condition in violation of the National Agreement; and 3) the Postal Service instructs its employees to use non-approved mail transportation equipment to transfer mail between facilities.

At the meeting between the parties held on February 8, 2008, the Union explained that the referenced "non-approved" mail transportation equipment of which it complains is limited to the use of flat mail (or "ergo") carts for transportation between facilities.¹ The Union asserts that these flat mail or "ergo" carts are designed only for use within a facility.

The interpretive issues presented are as follows:

The issues involved with this grievance is whether the Postal Service violated the National Agreement by 1) allowing the use of non-postal corrugated containers; 2) failing to create a Standard Operating Procedure (SOP) and Job Safety Analysis (JSA) for the use of Postal and non-postal corrugated containers for all types of employees; and 3) allowing the use of non-approved flat mail or "ergo" carts for transportation of flat mail between facilities.

¹ Flat mail or "ergo" carts contain flats mail for ready induction into the Automatic Flat Sorting Machines.

Position of the Parties:

It is the Union's position that the Postal Service has violated Article 14, Section 1 which requires the Postal Service to "provide safe working conditions in all present and future installations and to develop a safe working force." The use of non-postal corrugated containers, which according to the Union are "too thin" and subject to collapse, creates the potential for a safety hazard, particularly for the Postal Vehicle Service (PVS) drivers loading and unloading the containers. The Union asserts that all containers should be double-walled. The failure to create a Standard Operating Procedure (SOP) and Job Safety Analysis (JSA) for the use of Postal and non-postal corrugated containers for all types of employees creates further potential for a safety hazard. The use of flat mail or "ergo" carts for transportation of flat mail between facilities creates the potential for a safety hazard. Specifically, the Union believes that these containers may tip over or spill their contents, particularly during transport. These flat mail or "ergo" carts are not specifically listed in Handbook PO-502, Container Methods. As such, these carts do not qualify as containers for purposes of transporting mail between facilities.

The Postal Service's position is that the Union has raised no interpretive issue of general application. At the outset it should be noted that, as indicated by the Union during the discussion period, standards for safe use of containers have already been published in Handbooks PO-502, Container Methods, the EL-701 Fleet Management Handbook, and the EL-814 Postal Employee's Guide to Safety. Thus, no interpretive issue is raised. Moreover, the Union has not offered any evidence establishing a pattern or practice of unsafe working conditions rising to the level of general application. As a result, any allegations of unsafe working conditions can, and should, be resolved upon application of local fact circumstances, where appropriate.

Regarding the use of non-postal corrugated containers, the Postal Service has established standards for its own corrugated containers, including Postal Paks, for which the Union raises no issue. A copy of these standards was provided to the Union during the discussion period. For non-postal containers, various provisions of the Domestic Mail Manual pertain to the acceptance of mail from mailers. A determination of the suitability of the use of any non-Postal corrugated container can be made, as noted above, by application of local fact circumstances.

Regarding the failure to establish a Standard Operating Procedure (SOP) or Job Safety Analysis (JSA) for the use of Postal and non-postal corrugated containers, the applicable criteria and requirements are in fact contained in the "MTE/Postal Pak Back-Haul Plan" and the Job Safety Analysis (JSA) Form 1783. JSA's are completed by Local management, as evidenced by the JSA from the Denver Bulk Mail Center provided by the Union. Moreover, as noted above, standards for safe use of containers have already been published in Handbooks PO-502, Container Methods and the EL-701 Fleet Management Handbook.

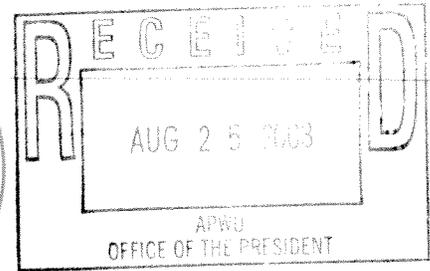
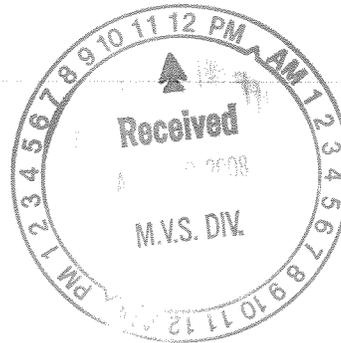
Regarding the use of flat mail or "ergo" carts for transportation of mail between facilities, Handbook PO-502, Container Methods does not specifically exclude the use of such carts for transport between facilities. The absence of flat mail or "ergo" carts from the Handbook PO-502 does not disqualify their use in transporting mail. Moreover, Handbook PO-502 Container Methods, last published in September 1992, is currently under revision to include equipment deployed since 1992, including the use of the flat mail or "ergo" carts. Finally, where such flat mail or "ergo" carts are properly secured with strapping and loaded appropriately on a vehicle, there appears to be no concern about tipping or spilling.

Time limits at this level were extended by mutual consent, as it relates to the Article 15 issues involved in this dispute.

Sincerely

A handwritten signature in black ink, appearing to read "Patrick M. Devine". The signature is fluid and cursive, with the first name "Patrick" being the most prominent part.

Patrick M. Devine
Labor Relations Specialist
Contract Administration (APWU)



August 22, 2008

Mr. William Burrus
President
American Postal Workers Union,
AFL-CIO
1300 L Street, NW
Washington, DC 20005-4304

CERTIFIED MAIL NUMBER:
7004 1160 0006 3898 5628

Dear Bill:

As a matter of general information, please be advised that, effective August 25, changes to urine collection and testing procedures will be implemented. These changes are pursuant to Department of Transportation (DOT) regulation amendments to the Code of Federal Regulations (CFR) Part 40. The DOT revised 49 CFR Part 40 in a Federal Register published June 25. As you may already be aware, these procedures apply only to all employees who must have a Commercial Driver's License (CDL) to operate their assigned vehicle.

Certain urine collection procedures were changed to make it more difficult for a donor to defeat the DOT drug tests. The DOT Urine Specimen Collection Guidelines have been updated to reflect changes to the collection process. The new DOT Guidelines can be found at their website: www.dot.gov/ost/dapc/udsc.html.

Included among the changes are new direct observation procedures which require the observer to check for devices designed to interfere with the collection process when an employee is subject to an observed collection. The new guidelines state that employees having observed collections must be instructed to:

- Raise clothing, just above the navel.
- Lower clothing, to mid-thigh.
- Turn around to show the same gender observers they do not have a prosthetic device designed to interfere with the collection process.

If no device is detected, the employee is permitted to return clothing to its proper observed-collection position. Then the observed collection will take place.

The following refusals to test are also noted in the Guidelines and if one or more are present, must be reported as a 'Refusal to Test':

1. An employee admits to the collector that he or she adulterated or substituted their specimen.
2. The employee behaves in a confrontational way that disrupts the collection process.
3. The employee fails to follow the observer's instructions to raise and lower their clothing and to turn around to permit the observer to determine if the employee has a prosthetic or other device that could be used to interfere with the collection process.
4. The employee possesses or wears a prosthetic or other device that could be used to interfere with the collection process.
5. The employee refuses to wash his or her hands – after being directed to do so.

Arrangements have been made with Quest Diagnostics, the vendor supplying testing for the Postal Service to locate collection sites close to the location of the employee to be tested. Observed testing must not be performed in Health Units or by any collector other than Quest.

When an observed test is required, the District Occupational Health Nurse Administrator or designee must call the Quest National Client Service Center at 800-877-7484. The service center representative will identify and advise of the nearest collection site that can perform observed urine test collection and that also has the appropriate gender collector. Only Quest Preferred and third party collection sites will be performing these collections. The exclusive use of Quest will help ensure a standard program nationally. The Occupational Health Nurse Administrator or designee will then call the collection site and schedule the collection.

In addition, enclosed please find a series of Questions and Answers from Quest Diagnostics, providing further explanation about the changes.

If you have any questions or concerns, please contact Patrick Devine at (202) 268-5421.

Sincerely,



John W. Dockins
Manager
Contract Administration (APWU)

Enclosure



Department of Transportation – CFR Part 40 Changes

The Department of Transportation recently implemented a series of changes regarding DOT Urine collection and testing procedures. The information below is designed to help you understand the changes and the action that is required by employers and collection sites, and modifications that will occur within the testing process. This document is by no means all-inclusive, as we are only calling out portions of the report. Employers, collection sites and MROs are encouraged to read the official DOT document in its entirety for additional information that may affect your drug-testing program. If you have questions regarding this DOT regulatory change, you should contact the Department of Transportation directly or engage your own legal counsel to assist with interpretation of the regulations.

BACKGROUND

Q What did the DOT announcement say?

A The report can be broken down into two major categories. The first part has to do with mandatory changes in the way some collections are performed. The second piece has to do with how the specimens are screened, reported and reviewed by the laboratory and the MRO.

We have summarized the employer-specific contents of document for you here:

The Department of Transportation is amending certain provisions of its drug and alcohol testing procedures to change instructions for collectors, laboratories, medical review officers, and employers regarding adulterated, substituted, diluted, and invalid urine specimen results.

1. It will become mandatory for laboratories to test all DOT specimens for specimen validity (i.e., adulterants and urine substitutes) and for laboratories to follow all Department of Health and Human Resources (HHS) protocols for doing so.
2. Observed collections will afford slightly less privacy in order to guard against employee use of items designed specifically to beat the testing process.
 - a. Directly observed collections will continue to occur only when there is reason to believe that an employee may attempt, or have reason, to evade the testing process.
 - b. Items such as prosthetic devices designed to carry clean urine will be checked for by observers with both male and female donors. The observer will have the employee raise and lower clothing, and then put it back into place for the observed collection.
 - c. Observed collections will now be required, rather than optional, for all return-to-duty and follow-up drug testing.
3. In an effort to thwart the manufacturers of products designed to adulterate specimens, tables and charts outlining the adulterants and cutoff levels will no longer be published.

Q Where can I review the official DOT document?

A http://www.dot.gov/ost/dapc/NEW_DOCS/part40.html?proc

Q Whom does this ruling affect?

A Employers, MROs, laboratories and collection sites who do DOT-mandated urine drug testing.

Q I do not do DOT Urine drug testing or collections, does this topic affect me?

A No. It does not.

Q As an employer who does DOT Urine drug testing, what must I do to remain compliant with the new specimen validity testing requirements?

A Aside from familiarizing yourself with the changes outlined in this document, you do not need to do or change anything. At Quest Diagnostics, we will be changing our processes to ensure that your laboratory testing panel continues to remain compliant with all rules and regulations.

Q When does the rule take effect?

A August 25, 2008.

Q Why did they make these changes?

A The DOT's revisions to its urine specimen collection and testing guidelines were put in place to improve the collection and screening process and help ensure that the goals of your testing program are not compromised.

SPECIMEN COLLECTION

Q What action must an employer take after receiving an invalid test result?

A Following an invalid test result, employers should notify the collection site that this is a second collection and that it should be observed.

Q What does it mean to 'observe' a urine collection?

A Observed collections are in place to ensure that donors are not using artificial means to submit their urine sample. To counteract this, when performing an observed collection, the collector must ask the donor to raise their clothing above waist and to lower their clothing below waist to ensure that there is not a prosthetic device.

Q When must an observed collection be performed?

A In addition to the previously mentioned reasons that require the performance of an observed collection (e.g. following an invalid test result or a negative-dilute with a creatinine between 2 and 5 mg/dL), collections must be observed for all return to duty tests and for all follow-up tests.

Q I have a donor that requires an observed collection for a follow-up or return to duty test. Whom should I call?

A Employers are required to ensure that certain collections are directly observed. Consequently, we recommend that you call ahead to our National Client Service Center to schedule an observed collection appointment when you know one is required. Observed collections are more expensive than a routine collection, and our National Client Service Center will direct you to the most convenient and cost effective collection site.

Q I typically send my donors to the local Quest Diagnostics PSC. Why can't I send them there for an observed collection?

A It is not our intention to utilize the Quest Diagnostics PSCs for scheduled (follow-up and return to duty) observed collections. You may continue to use a Quest Diagnostics PSC for routine collections. If an event occurs during a routine, non-observed collection that would require it to be observed, our PSC will call in personnel to handle the observed collection. Observed collections are performed at our PSCs by an external vendor, and thus additional fees and a longer wait time for the donor will result. Our National Client Service Center can direct you to an alternate collection site when you know in advance that you need an observed collection. This alternative will save you money and reduce your employee's wait time.

LABORATORY PROCESSES

Q Will Quest Diagnostics change its prices for processing drug screens?

A Specimen testing will remain compliant with the new DOT requirements at no additional cost to you.

Q What adulterants will Quest Diagnostics screen for?

A In addition to tests for pH, creatinine and specific gravity (when the creatinine is less than 20 mg/dL), all DOT specimens will now be tested for oxidizing adulterants.

Q Will the screening include oxidizing adulterant identification?

A This new testing process does not include oxidizing adulterant identification - in the event of abnormal oxidant activity on the screen and confirmation, the specimen will be reported as *invalid* not *adulterated*. Oxidant identification is available with our enhanced TestSure™ product. To learn more, contact your sales representative.

Q What is specimen validity testing, and are all laboratories required to conduct it?

A Specimen validity testing is the measurement of several substances and parameters to determine if the specimen submitted for testing is adulterated, diluted or substituted; and whether or not it is thus suitable for completing testing and obtaining a valid drug test result. Four tests make up the required validity testing: pH, creatinine, specific gravity (when indicated), and oxidizing adulterants. All laboratories are required to comply with this Federal mandate. There is an additional cost to the laboratory for running these tests, however Quest Diagnostics has elected not to pass these fees along to our customers.

REPORTING

Q Will the way that laboratory results are reported to the Medical Review Officer change?

A With this change in specimen validity testing, all test results will now include results for oxidizing adulterants. Also, whenever the laboratory reports a specimen as invalid due to an abnormal pH, the laboratory will automatically report the pH value, relieving the MRO of the burden of having to contact the laboratory to determine if the pH is low or high.

Q What changes are required for laboratory statistical reports?

A The semi-annual laboratory statistical report sent to employers will not change. However, laboratories are now directed to provide an aggregate statistical summary report to the DOT for all

DOT testing performed. This new report does not contain employer or mode-specific data.

STEP 4 CAS SCANNING COVER SHEET

Instructions: Provide case number and indicate document type(s). Attach copies of material to be scanned and return to Industrial Relations, Attention: Veera Phillips

General Correspondence & Article 19 Notifications

Notification Number GCCV20081

- USPS Letter
- Assignment Memo
- Request for Meeting Letter
- Case Officer Response Letter
- Background Material
- Other _____

Interpretive Reviews

INQ Number _____

- Referral Letter
- Acknowledge Referral Letter
- Assignment Memo
- Outcome Letter
- Remand Letter
- Background Material
- Other _____

National Disputes and Article 19 Appeals to Arbitration

APWU Number _____

- Initiate National Dispute Letter
- USPS Acknowledgement Letter
- Request to Meet with USPS
- Appeal to Arbitration
- 15-Day Statement of the Issues
- Background Material
- Other _____

Pre-1998 Cases

- (Specify) _____



American Postal Workers Union, AFL-CIO

1300 L Street, NW, Washington, DC 20005

October 27, 2008

Robert C. Pritchard
Director

Motor Vehicle Service

202/842-4240 (Office)
202/842-8517 (Fax)

National Executive Board

William Burrus
President

Cliff "C. J." Guffey
Executive Vice President

Terry Stapleton
Secretary-Treasurer

Greg Bell
Industrial Relations Director

James "Jim" McCarthy
Director, Clerk Division

Steven G. "Steve" Raymer
Director, Maintenance Division

Robert C. "Bob" Pritchard
Director, MVS Division

Sharyn M. Stone
Central Region Coordinator

Mike Gallagher
Eastern Region Coordinator

Elizabeth "Liz" Powell
Northeast Region Coordinator

William "Bill" Sullivan
Southern Region Coordinator

Omar M. Gonzalez
Western Region Coordinator

SENT CERTIFIED MAIL – RETURN RECEIPT & VIA FAX – (7007 2560 0003 2182 2407)

John Dockins, Manager
Contract Administration, Labor Relations
United States Postal Service
475 L'Enfant Plaza, S.W.
Washington, DC 20260

Dear John:

We are inquiring on the mutual agreement on the final draft of the PO-720-95-2. Several months has passed since we received confirmation that it was to be printed and no action has been taken.

Is the final draft in print? If so, we are requesting a copy.

Your prompt response and action is appreciated.

Sincerely,

Robert C. Pritchard
Director
Motor Vehicle Service Division

RCP:ndp//opeiu#2//afl-cio



American Postal Workers Union, AFL-CIO

1300 L Street, NW, Washington, DC 20005

February 11, 2009

Robert C. Pritchard
Director, MVS Division
1300 L Street, NW
Washington, DC 20005
(202) 842-4240 (Office)
(202) 842-8517 (Fax)

National Executive Board

William Burrus
President

Cliff "C. J." Guffey
Executive Vice President

Terry Stapleton
Secretary-Treasurer

Greg Bell
Industrial Relations Director

James "Jim" McCarthy
Director, Clerk Division

Steven G. "Steve" Raymer
Director, Maintenance Division

Robert C. "Bob" Pritchard
Director, MVS Division

Bill Manley
Director, Support Service Division

Sharyn M. Stone
Central Region Coordinator

Mike Gallagher
Eastern Region Coordinator

Elizabeth "Liz" Powell
Northeast Region Coordinator

William "Bill" Sullivan
Southern Region Coordinator

Omar M. Gonzalez
Western Region Coordinator

SENT CERTIFIED MAIL – RETURNED RECEIPT (7007 2560 0003 2182 4609)

John Dockins, Manager
Contract Administration, Labor Relations
United States Postal Service
475 L'Enfant Plaza, S.W.
Washington, DC 20260

Dear John:

This correspondence is in reference to the union's inquiries to the status of the agreed upon changes to the PO-720-95-2 Management Instruction Drug and Alcohol Testing.

The USPS version that was e-mailed to me on January 13, 2009 is not the document agreed upon between the parties. The document your staff e-mailed is not the document that has been the draft exchanged and agreed upon by the parties.

The latest PO-720-95-2 draft we received (copy enclosed) from the USPS was e-mailed on February 4, 2008 from Clifton Wilcox formally of your staff, which states, "Enclosed you will find the revisions requested on the MI. Please let me know if you agree" which is pretty consistent with the document dated January 12, 2007 (copy enclosed) sent to you by the APWU, which identified what the changes were in that letter.

We are asking to proceed with the version that has already been agreed to. The only exception to the Wilcox version is as follows:

- 1) Prohibitions on Drug and Alcohol Use and Possession – Page 2
 - a) APWU version – sentence deleted "This includes possession of any medication containing alcohol".
 - b) USPS version – sentence strike "This includes possession of any medication containing alcohol".

John Dockins
February 11, 2009
Page 2
Re: PO-720-95-2 Handbook changes

- 2) Following Notification – Page 9, Step 2, b.
 - a) APWU version – “under normal circumstances within two”.
 - b) USPS version – “as soon as possible, not later than”.

- 3) Appendix B – Reasonable Suspension Testing Checklist – Page 25
 - a) APWU version – “I smell(ed)”.
 - b) USPS version – “I smelled”.

Any questions, concerns or if you wish to meet, please contact me.

Sincerely,



Robert C. Pritchard
Director
Motor Vehicle Service Division

RCP:ndp//opeiu#2//afl-cio

Enclosures