



April 24, 2007

DISTRICT MANAGER
CUSTOMER SERVICE AND SALES
SOUTH JERSEY DISTRICT
P O BOX 9001
BELLMAWR, NJ 08099-9998

ATTENTION: Post Office Review Coordinator

SUBJECT: Final Determination
Stanton, DE 19804-9998

The final determination to discontinue the subject classified branch is attached, along with a Postal Bulletin announcement form to be completed and returned to this office by the district.

POSTAL BULLETIN - POST OFFICE CHANGE ANNOUNCEMENT

Complete the attached Postal Bulletin post office change announcement form in its entirety and send it to this office (in triplicate). One form will be used to document the official record, one sent to the Accounting Systems Development office, and the third copy will be forwarded to the Headquarters Address Management for the post office change announcement. Please note that Headquarters Address Management will not announce any post office closing or consolidation except when requested in writing by this office. Announcement form mailing instructions are provided at the bottom of the form.

NATIONAL FIVE-DIGIT ZIP CODE AND POST OFFICE DIRECTORY UPDATE

Please coordinate with your Address Management System (AMS) unit to make sure that the Address Management System Report is updated according to existing Headquarters Address Management instructions.

OFFICIAL RECORD

Chronologically file this memorandum in your copy of the official record. All final determination documents must be added to that record. Do not send them to headquarters. The official record should be archived at the district by the post office review coordinator after the post office change announcement has appeared in the Postal Bulletin.

If further assistance is needed, please contact Diana Munet at (202) 268-5081.

Thank you for your assistance.

A handwritten signature in black ink, appearing to read 'F. Hintenach', with a long, sweeping underline that extends to the left.

Frederick J. Hintenach

Attachments (2)

cc: Vice President, Area Operations, Eastern Area
Headquarters Library
Headquarters Historian

FINAL DETERMINATION TO CLOSE
THE STANTON, DE CLASSIFIED BRANCH
AND CONTINUE TO PROVIDE POST OFFICE BOX
DELIVERY SERVICE AT THE NEWPORT, DE CLASSIFIED BRANCH

DOCKET NUMBER 19804

I. RESPONSIVENESS TO COMMUNITY POSTAL NEEDS

The Postal Service has determined to close the Stanton, DE Classified Branch and provide post office box delivery service through the Newport, DE Classified Branch, which has been relocated and remodeled and is now approximately .4 miles away. Customers also have the option of city delivery service.

The present lease for the Stanton facility expires on March 31, 2007. There was no cancellation clause and if the lease was renewed it would be extended through March 31, 2012 with an annual rate increase from \$21,600 to \$24,000 a year. With the Newport Classified Branch now being located only .4 miles distance, the Postal Service did not renew the lease on the Stanton facility. The Postal Service feels that effective and regular service will continue to be provided through the Newport Classified Branch and through city delivery service.

The Stanton Classified Branch provides service 49 hours a week from 8 a.m. to 5 p.m., Monday through Friday, and 8 a.m. to 12 noon on Saturday to 191 post office box customers. Retail services include the sale of stamps, stamped paper, and money orders; special services such as registered mail, certified, insured, COD, and Express Mail; and the acceptance and dispatch of all classes of mail. Office receipts for the last three years were: \$703,583.00 (2345 revenue units) in 2004; \$594,872.00 (1981 revenue units) in 2005; and \$597,764.00 (1992 revenue units) in 2006. There are four permit mailers and no postage meter customers. Administrative responsibility for the permit customers will be transferred to the Newport Classified Branch, located .4 miles away.

When this final determination is implemented, delivery and retail services will be provided by post office box delivery at the Newport Classified Branch, an EAS-20 level office, located .4 miles away. Window service hours at Newport are from 8 a.m. to 5 p.m., Monday through Friday and 8 a.m. to 1 p.m. on Saturday.

Some advantages to the final determination are:

1. Provides an updated postal facility and retail outlet.
2. Customers will continue to use the same mailing address and ZIP Code.
3. The unit will continue to provide nonpostal services, a gathering place, and an information center.
4. Provides the same retail service.
5. A savings for the Postal Service, which contributes in the long run to stable postage rates and savings for customers.
6. Customer service will be enhanced by a renovated facility, improved customer parking, vending equipment, expanded service hours, and will be accessible to the handicapped.

Some disadvantages to the final determination are:

1. Loss of a retail outlet in the area.
2. Some customers will have further to travel for service.

-2-

Taking all available information into consideration, the Postal Service concludes this final determination will provide a maximum degree of effective and regular postal services to the community.

II. EFFECT ON COMMUNITY

Stanton is located in the incorporated city of Wilmington. The area is administered politically the City of Wilmington. Police and fire protection, is provided by the City of Wilmington. The community is comprised of those who commute to work nearby and those who work in local businesses.

There are numerous religious institutions, organizations and businesses in the area and City of Wilmington.

Nonpostal services provided at the Stanton Classified Branch will be available at the Newport Classified Branch.

Based on information obtained in the course of this discontinuance study, the Postal Service concludes this proposal will not adversely affect the area.

III. EFFECT ON EMPLOYEES

The two full time clerks will be reassigned to the Newport Classified Branch and maintain bidding status within that office.

IV. ECONOMIC SAVINGS

The Postal Service estimates an annual savings of \$47,494.00 with a breakdown as follows:

Clerk Salary (PS-5, Minimum, No COLA)	\$115,388.00
Fringe Benefits @33.5%	38,655.00
Rental Costs, Excluding Utilities	+21,600.00
Total Annual Costs	\$175,643.00
Less Cost of Replacement Service	-\$128,149.00
Total Annual Savings	\$47,494.00

V. OTHER FACTORS

The Postal Service has identified no other factors for consideration.

VI. SUMMARY

The Postal Service has determined to close the Stanton Classified Branch and provide post office box and city delivery service through the Newport Classified Branch, located .4 miles away.

The Postal Service did not renew the lease on the facility due to the Newport Classified Branch being moved to a new location only .4 miles away. The two career clerks will be reassigned to the Newport Classified Branch.

The Stanton Classified Branch provides 49 hours of window service per week to 191 customers. There are four permit mailers and no postage meter customers. The permit mailers will be transferred to the Newport Classified Branch.

Post office box and carrier service will continue to provide effective and regular service to the customers. There will be a loss of a retail outlet in the area. However, delivery and retail services will be available at the Newport Classified Branch. Customers opting for carrier delivery will have 24-hour access to their mail. The community name and ZIP Code will be retained in the mailing address. The Postal Service will save an estimated \$47,494.00 annually. A disadvantage to some may be in meeting the carrier to transact business. However, it is not necessary to be present to conduct most postal transactions.

Taking all available information into consideration, the Postal Service has determined that the advantages outweigh the disadvantages and this final determination is warranted.

VII. NOTICES

Notify customers of the permanent discontinuance of the Stanton Classified Branch and advise them of the hours of operation and services available at the Newport Classified Branch. Explain specific information on address changes and why the change is necessary.


Frederick J. Kintnach
Manager, Customer Service Operations

4/23/2007
Date

DATE: February 2, 2007

OUR REF: SJD/-9331

SUBJECT: Stanton, DE 19804 Classified Branch-Discontinuance

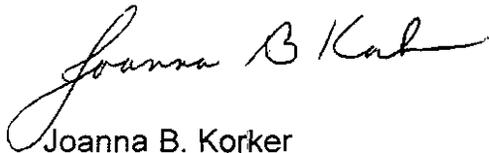
TO: Fred Hintenach
Manager Customer Service Operations
Attn: Diana Munet
USPS Headquarters
475 L'Enfant Plaza SW
Washington, DC 20260-5621

Attached find the required Classified Station/Branch Discontinuance Works specified by Handbook PO 101 Chapter 2 and a formal proposal format w summarizing reasons for the enclosed classified branch discontinuance. is requesting approval to discontinue the Stanton, DE 19804 classified administered by the Newport, DE 19804 branch of the Wilmington, D

After reviewing the attached data, it is our conclusion that discontir Stanton, DE branch will enable the USPS to provide service to c the new, Newport, DE branch office presently being retrofitted b increased operational hours, better parking, and a newer, sta equipment. A savings to the USPS will result. There will be r customers and employees, most of which is positive. For the and justification, we request approval from your office to discontinue branch.

Please advise this office of your decision.

Questions may be directed to Sally Dryden, Manager Operations Programs Support at 856-933-4380 or to Gary Dunham, Investigative Coordinator for P.O. Reviews for South Jersey District at 856-933-4413.



Joanna B. Korke
Lead Executive/District Manager

Attachments

cc:

Eastern Area VP	Communications Spec-PAC-Daiutolo
MGR OPS	MGR DCSP
MGR Marketing	MGR AMS
POOM	DRA/Investigative Coordinator
PM, Wilmington DE	Branch MGR Newport, DE



Classified Station/Branch or Community Post Office Discontinuance Checklist

District: SOUTH JERSEY

District Contact: GARY DUNHAM Telephone Number: 856-933-4413

Office Name, State: STANTON BRANCH, DE ZIP Code: 19804

County: NEW CASTLE Congressional District: AL- AT LARGE

Date Office Established: NOV. 2, 1826

Reason for Discontinuance:

Stanton is a classified branch that only has retail with no carriers. There are no management staff in the branch, only two clerks. Newport DE 19804 shares the same ZIP and finance number with Stanton. The FSO has acquired larger newer leased quarters for Newport retail and carrier operation to move to in a nearby shopping center. That shopping center is within a few blocks of the existing Stanton DE classified branch. The Newport lease is being terminated upon occupation of the new quarters. The Stanton lease is not being renewed per FSO instruction. This proposal discontinues Stanton and merged their P.O. Boxes into the new Newport facility along with their retail operation.

When does the lease or contract expire? 3-31-07

Is there a 30-day cancellation clause? Yes No

Are there suitable alternate quarters of contractors available? Yes No
(A new Newport DE branch will be available.)

How many customers are affected:

Post Office box customers: 191

General Delivery: _____

Rural Route: _____

Highway Contract Route (HCR): _____

City Route: _____

Intermediate Rural: _____

Intermediate HCR: _____

Total number of customers: 191

Number of customers receiving duplicate delivery service: 0

Window Service Hours: M-F: 8AM-5PM Sat: 8AM-12PM

Lobby Hours: M-F: 7AM-5:30PM Sat: 8AM-2PM

How many career employees will be affected and what accommodations will be made for them?

Two career employees assigned to Stanton will be effected. These two employees will both be working in the Newport office following the intended discontinuance of Stanton branch. They will still be gainfully employed and working approximately the same amount of hours.

How many handicapped or other special provision customers will be affected and what accommodations will be made for them?

N/A – none on record

Office receipts for the last three fiscal years were:

\$	<u>597,764</u>	<u>1774</u>	Revenue units in FY	2006
\$	<u>594,872</u>	<u>1823</u>	Revenue units in FY	2005
\$	<u>703,583</u>	<u>2124</u>	Revenue units in FY	2004

Expenses for last FY:

Salaries (excluding COLA):	<u>\$115,388</u>
Fringe benefits 33.5%:	<u>\$38,655</u>
Rental costs (excluding utilities):	<u>\$21,600</u>
Total expenses:	<u>\$175,643</u>

Alternate service to be provided:

The alternate service that is proposed at no additional cost and planned for Stanton customers is that they will receive full retail service at the new, Newport DE Branch Post Office. All Stanton P.O. Box customers will still have the same box numbers and sizes. Their addresses and ZIP code will remain the same. There will be no change for any permit imprint holders either. However, the Newport office has extended, longer lobby and window hours Monday-Friday and also on Saturday. There are more parking spots for vehicular traffic, as well as more window services available at the new, Newport facility once it is occupied. The lease on the Stanton Branch expires 3-13-07. It has no early termination clause. It can not be renewed because the renewal clause extends through 2012. The new Newport facility is only a few blocks away from the present Stanton Branch and is well within the customer service area of the present facility.

Cost of retained Reg clerk salaries:	<u>-\$95,992</u>
Cost of retained Reg clerk benefits:	<u>-\$32,157</u>
Total savings:	<u>\$47,494</u>

Administrative Office

Name, State & ZIP: NEWPORT BRANCH, DE 19804 EAS level: 20 Miles away: 1.5
Window Service Hours: M-F: 8AM-5PM Sat: 8AM-1PM
Lobby Hours: M-F: 6AM-5:30PM Sat: 6AM-3:30PM
Number of PO Boxes Available: 318 Finance Number: ██████████

Names of schools, religious institutions, organizations and business in service area:

BUSINESSES

AID Inc
All United Roofing
Bank Shots Stanton
Baramhall & Hitcher Ins.
Bells Supply Co. Inc.
Biddle Capital Management
Cap Home Solutions
Chemlawn Service
Chesapeake Property Management LLC
Christiana Counseling
Christiana Court Apts. LLC
Cinemark Movies 10
Conerstone Contractors
Cowie Technology Corp
Custard Insurance Adjusters
Delaware valley Intergroup
Family Thrift Center
House Specials
Kuratle Contracting Inc.
Luck Drawers LLC
MB Maccari & Son
Mcelroy & Sons
Mikes Auto Sales Inc.
Newport Site Employees FCU
Sharp building Consultants
Shone Co
Shop Rite Supermarkets
Superior Pest Control Co. Inc.
Timberville Woodcrafters
Tri state roofing
Tristate Filter Cleaning
United Water De. Inc.
Vintage Properties LLC

ORGANIZATIONS

Capital Trail Football League
Delaware SPCA
Soul Riders Auto Club
Utility Workers Union

RELIGIOUS INSTITUTIONS

St. Matthews Church

NO POSTAGE METER CUSTOMERS

PERMIT HOLDERS

Wilmington Suburban Water,	P.O. Box 6508,	permit # 849
TruGreen Chemlawn, .	P.O. Box 6209,	permit # 8130
SPCA,	P.O. Box 6067,	permit # 52
Associate Planning Concept,	P.O. Box 6404,	permit # 35

Customers will be serviced at the new Newport DE branch office facility.

Nearest Post Office (if different from above):

Name, State & ZIP: n/a EAS level: _____ Miles away: _____

Window Service Hours: M-F: _____ Sat: _____

Lobby Hours: M-F: _____ Sat: _____

Number of PO Boxes Available: n/a

(See attached highlighted map.)

Community meeting:
(optional) Date: n/a Number of customers attended: n/a

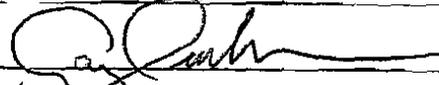
Questionnaire:
(optional) Date: n/a Number returned: n/a

Favorable: n/a # Unfavorable: n/a #No opinion: n/a

Postal and nonpostal concerns of affected customers with Postal Service responses. n/a

Prepared By: GARY DUNHAM, DRA

Title: INVESTIGATIVE COORDINATOR P.O.
REVIEWS SOUTH JERSEY DISTRICT

Signature: 

Date: 2-1-07

Telephone Number: 856-933-4413

Google

Address 22 W Market St
Wilmington, DE 19804



STANTON
BRANCH

NEW
NEWPORT
BRANCH

1. Responsiveness to Community Postal Needs

The USPS is proposing to discontinue and close the Stanton, DE classified branch which is administratively responsible to Newport, DE 19804 classified branch, both of which report to the Postmaster of Wilmington, DE 19803, an EAS 24 facility. Stanton and Newport both share the 19804 ZIP code and the same finance number. Stanton is staffed only by clerks and the branch reports to the Newport Branch Manager, who over sees city delivery carrier & retail operations for 19804 area.

The Stanton classified branch is only .4 miles from the new Newport branch office. (It is only 1.5 miles from the present old Newport building that is being vacated.) The new, Newport building is currently in the process of being leased and retrofitted by the FSO in a nearby shopping center that is only several blocks away from the present location of the Stanton DE classified branch. It is projected to be completed by the end of March or April.

The new, Newport branch facility will be a full service retail site, with more staffed windows than Stanton, and vending equipment available in the lobby also. Additionally, it will offer increased customer parking areas and plenty of new P.O. Boxes available for use by present Stanton classified branch customers.

At present, there are one hundred and ninety one (191) P.O. Box customers at Stanton, DE classified branch. Window services are available nine (9) hours per weekday and only four (4) hours on Saturdays. There are four (4) active permit mailers and no postage meter customers in the branch.

All customers of Stanton classified branch who live in the 19804 ZIP are now and have been eligible for city delivery service if the so desired it. Stanton classified branch only offers premium P.O. Box delivery service for those customers who opt to pay for that service. When the new, Newport branch is completed, all of the present Stanton P.O. Box customers will have their service transferred to Newport lobby. They will retain the same size box, the same box number, and the same rental fee. Retail services will be full with an increased window service staff and slightly longer retail hours available in Newport than were in Stanton. Service hours for window in Newport are and will continue to be the same as in Stanton on weekdays and one (1) hour longer on Saturdays. Lobby hours are one (1) hour longer on weekdays and three and one half (3 ½) hours longer on Saturdays.

The present lease for Stanton, DE classified branch building runs until COB on March 31, 2007. There is no cancellation clause. The lease, if renewed, has a specific extension date to the March 31, 2012 at an increased annual rate up from \$21,600 to \$24,000. The FSO has advised that they will not be renewing the lease.

Some advantages of discontinuing the Stanton, DE classified branch are:

- A. Customers are only .4 miles from the new, Newport DE branch office.
- B. The Newport branch will have longer window service and lobby hours as well as full retail state of the art services and more window staff to handle customer transactions.
- C. Newport branch will have plenty of parking space available vs. the limited Stanton lot.
- D. All P.O. Box Customers will have the same box numbers, same box sizes and same rental fees as they presently have so there is no inconvenience or change needed. There is no need to notify correspondents of any change in address.
- E. All customers who live in the Stanton customer service area, already qualify for city delivery service if they ever wanted it, but may continue to pay for the premium P.O. Box service that they are presently receiving from Stanton with no change at all to their mail delivery.
- F. A savings will result for the USPS, which is a savings for customers in the terms of stable postage rates.

Some disadvantages are:

- A. Customers will have to drive .4 miles if they desire to continue their premium P.O. Box Service at the new, Newport facility using their same Stanton DE P.O. Box number and ZIP.

Taking all available information into consideration the USPS believes this proposal will continue to provide effective and regular service to Stanton DE area customers through the new, Newport DE classified branch facility. In fact, service will actually improve because of increased hours to the public, increased parking, and more clerk window positions available for service.

2. Effect on the community

The primary users of Stanton, DE classified branch are residents and businesses in that area who presently choose to walk or drive to the office for premium P.O. Box service. All residents in the Stanton area already qualify for and can have city delivery from Newport if they desire and they can still use a Stanton, DE bottom line address. The planned relocation of the present Newport, DE branch will place that site within .4 miles of the Stanton, DE classified branch. All of the present 318 P.O. Boxes in Stanton, 191 of which are rented, have been included in the new layout diagram for P.O. Box sections to be installed in the new, Newport facility. This is the alternate service available to customers, as all of them have the ability to receive city delivery service presently, but just opt to pay for premium P.O. Box service at Stanton.

Stanton is an unincorporated area that has no municipal government. It is delivered by city delivery carriers out of Newport, DE 19804 and any customers who have city delivery service can use Stanton as an acceptable place name for their bottom line address along with the 19804 ZIP. Historically, Stanton did operate as an independent post office for many years. It was established on November 2, 1826. It was discontinued as an independent Post Office and consolidated as a branch on January 10, 1958 of the Wilmington, DE Post Office. As noted in the attached Checklist, annual walk-in revenue has decreased each of the last three Fiscal Years.

Based upon this obtained information, the USPS believes that this proposal will not adversely affect Stanton area customer service, since the new, nearby Newport DE classified branch can provide the same and even greater retail and delivery services than are available at the Stanton, DE classified branch presently.

3. Effect on employees

- A. There are presently two (2) full time clerks who work at Stanton, DE classified branch, each working 40 hours per week. (This equates to \$95,992 annual salaries wo/COLA, but this is not a saving, as these clerks will be needed to staff windows in Newport.) One of the two has a Saturday drop day. The other has a Thursday drop day. On those drop days a floating regular clerk from Newport provides coverage for 16 hours total in their place (an annual cost of \$19,396 wo/COLA) If Stanton is discontinued as proposed and planned, both full-time clerks will be reassigned as window clerks at the Newport, DE branch with no impact on their work hours, although schedules may change. The floating FT regular clerk hours will no longer be used for Stanton. There will be no excessing of regulars needed, but an undetermined amount of PTF hours will be reduced in Newport once the two FT regular clerks from Stanton are relocated there. One of the FT clerks will be retiring in 8 months and at that time the job will be reverted for an additional savings.

4. Economic savings

2 FT career clerks & 1 floater salary in Stanton (PS-5 wo/COLA)	\$115,388
Fringe Benefits	38,655
Rent	<u>21,600</u>
Total Costs	\$175,643
Less salary costs of two FT reg. clerks retention in Newport	-95,992
Less fringe benefit costs of two FT reg. clerks above	<u>-32,157</u>
Total Annual Savings	\$ 47,494

5. Other factors

The USPS has identified no other factors for consideration.

6. Summary

The USPS is proposing to discontinue and close the Stanton, DE 19804 classified branch that is administratively responsible to the Newport, DE 19804 branch of the Wilmington, DE Post Office. Stanton and Newport share the same ZIP code 19804 and finance number. The new, Newport, DE branch Post Office will be located only .4 miles from the Stanton, DE classified branch building.

Stanton branch presently provides retail services for nine (9) hrs daily (and 4 hrs on Saturdays) and box lobby services for ten and one half (10 ½) hrs daily (and 6 hrs on Saturdays) to 191 P.O. Box Customers.

When Stanton is discontinued, all 191 P.O. Box customers will have their service relocated to the new, Newport branch only a few blocks away (.4 miles) and all customers will retain the same box number, box size, rental fee rate, mailing address and ZIP.

Ultimately, the customers will benefit from increased availability of services due to slightly longer hours of retail operations at the new, Newport branch site. Additionally, there will be a much larger parking lot, larger lobby, more window positions and vending services for convenient use by customers. City delivery service always has been available to any of these Stanton customers who reside in the area, yet they have opted to pay for premium P.O. Box service.

The lease for the Stanton, DE classified branch expires on 3-31-2007 and has no cancellation clause. The FSO does not intend to renew the lease because there is no cancellation clause and if renewed annual rental would increase by \$2,400 and extend to 3-31-2012. Employees will not be adversely affected by the discontinuance.

The advantages overwhelmingly outweigh disadvantages, therefore this proposal is warranted.



FACILITIES

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Hide Menu

FAQ | Release Notes
Date Math | Home | Policies and It

Search
Facilities
Projects
Contracts
Response Line
Approvals
Tenant

Search Results
Last Facility Search Results

RECS
Blank Documents

Facility Information
Description
Projects
Documents/Images
Facility Notes

Financa/Sub: 096820-022
Ownership: Leased
Status: Active
Lease Eff: 04/01/2002
Lease Exp: 03/31/2007

Lease Information
Facility: WILMINGTON - STANTON BRANCH
WILMINGTON, DE 19804-9997
District: South Jersey
County: NEW CASTLE
Lease Term: Base

Terms | Landlord/Payee | Base/Options | Amendments

Terms		Lease ID: C
Lease Type: Fixed Term		Status: Ac
Effective Date: 04/01/2002		Multi-Tenant: No
Expiration Date: 03/31/2007		Graduated Rentals: No
Annual Rent: \$21,600.00 (\$14.40 per SF)		
Purchase Option Price: \$0.00		Purchase Option Rider: No
Term Length: 5 Years and 0 Months		
Renewal Notice Required: 30 days		Tax Rider: No
Termination: None		Termination Notice Days:

[Lease History](#)

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Release 2.0.5



Lease

Facility Name/Location

WILMINGTON - STANTON BRANCH (096820-022)
2010 WEST NEWPORT PIKE WILMINGTON, DE 19804-9998

NEW CASTLE COUNTY
Project: C35697

This LEASE, made and entered into by and between DEL-MAR REALTY COMPANY hereinafter called the Lessor, and the United States Postal Service, hereinafter called the Postal Service:

In consideration of the mutual promises set forth and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties covenant and agree as follows:

1. The Lessor hereby leases to the Postal Service and the Postal Service leases from the Lessor the following premises, hereinafter legally described in paragraph 9, in accordance with the terms and conditions described herein and contained in the 'General Conditions to U.S. Postal Service Lease,' Section A, attached hereto and made a part hereof.

Upon which is a one-story masonry strip shopping center and which property contains areas, spaces, improvements, and appurtenances as follows:

AREA	SQ. FEET	AREA	SQ. FEET
Net Floor Space	1,500	Joint Use/Common Areas:	
Platform	60		
Parking and Maneuvering	10,000		
Other:			
Driveway	5,000		
Landscaping	240		
Sidewalks			
Total Site Area:	15,240		

2. RENTAL: The Postal Service will pay the Lessor an annual rental of: \$21,600.00
Twenty-One Thousand Six Hundred and 00/100 Dollars
payable in equal installments at the end of each calendar month. Rent for a part of a month will be prorated. Rent checks shall be disbursed as follows:

payable to:
DEL-MAR REALTY COMPANY
3424 EASTERN AVENUE
P.O. BOX 12249
BALTIMORE MD 21281-2249

unless the Contracting Officer is notified, in writing by Lessor, of any change in payee or address at least sixty (60) days before the effective date of the change.

3. TO HAVE AND TO HOLD the said premises with their appurtenances:
FIXED TERM: The term beginning Apr 01, 2002 and ending Mar 31, 2007 for a total of 5 years.

4. **RENEWAL OPTIONS:** The Lease may be renewed at the option of the Postal Service, for the following separate and consecutive terms and at the following annual rentals:

RENEWAL OPTION	EFFECTIVE DATE	EXPIRATION DATE	PER ANNUM RENTAL
1	4/1/2007	3/31/2012	\$24,000.00

provided that notice is sent, in writing, to the Lessor at least 30 days before the end of the original lease term and each renewal term. All other terms and conditions of this Lease will remain the same during any renewal term unless stated otherwise herein.

5. **UTILITIES, SERVICES, AND EQUIPMENT:** Lessor, as part of the rental consideration, shall furnish the following utilities, services and equipment: (See Lessor Obligations of General Conditions (A.24) and/or attached addendum for definitions.) Heating System, Air Conditioning Equipment, Light Fixtures, Sewerage System and Service, Electrical System, Water System and Service, Snow Removal.

6. **OTHER PROVISIONS:** The following additional provisions, modifications, riders, layouts and/or forms were agreed upon prior to execution and made a part hereof:
Maintenance Rider - Lessor (M-1), UST Maintenance Rider - Lessor (U-1).

7. The undersigned has completed the 'Representations and Certifications.' (See Section B).

8. **LEGAL DESCRIPTION:**

NONE - Described as follows:

The premises located in a one-story strip shopping center on the left side of the anchor store, that is situated at 2010 West Newport Pike in the Stanton Zip Code area (19804), in the County of New Castle and in the State of Delaware that houses the Stanton Branch of the Wilmington, Delaware Post Office.



Lease

EXECUTED BY LESSOR this 22 day of July 2002

PARTNERSHIP

DEL-MAR REALTY COMPANY (a Maryland Partnership)

Bruce R. Cohn, Partner

Print Name & Title

Signature

Richard I. Kovelant, Partner

Print Name & Title

Signature

Marcina J. Cain, Partner

Print Name & Title

Signature

Lessor, Address: DEL-MAR REALTY COMPANY

3424 EASTERN AVENUE
P.O. BOX 12249 BALTIMORE MD 21281-2249

Telephone No: (410) 327-5300

Taxpayer ID: 52-1342031

Laura A. DeGroot (or to all)
Witness

Witness

ACCEPTANCE BY THE POSTAL SERVICE

Date: 10/29/02

JOHN GORDON

Contracting Officer

John Gordon
Signature of Contracting Officer

EASTERN FSO
PO BOX 27497
GREENSBORO NC 27498-1103
Address of Contracting Officer



Form of Acknowledgment
for Partnership

STATE OF MARYLAND

COUNTY OF PRINCE GEORGE'S

Personally appeared before me, a Notary Public in and for the County and State aforesaid,

DEL-MAR REALTY COMPANY
(Partnership Name)

MARCENA J. CAIN
(Identify individual party to the lease)

BRUCE COHN
(Identify individual party to the lease)

RICHARD I. KOVELANT
(Identify individual party to the lease)

(Identify individual party to the lease)

(Identify individual party to the lease)

(Identify individual party to the lease)

who is known to me to be the same person(s) who executed the foregoing lease, and who acknowledged that said person(s) signed, sealed and delivered the same as said person(s)'s free and voluntary act for the uses and purposes therein set forth.

Witness my hand and notarial seal, in the County and State aforesaid,
this 22 day of July, 2002.

NOTARIAL
SEAL

Lawrence A. DeLeon
Notary Public

My commission expires June 12, 2005

272303



Mortgagee's Agreement

(To be executed and attached to lease before it is recorded)

Facility Name/Location	WILMINGTON - STANTON BRANCH (096820-022) 2010 WEST NEWPORT PIKE WILMINGTON, DE 19804-9998	County: NEW CASTLE Project: C35697
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The undersigned, Bank of America
 holder(s) of a mortgage in the sum of \$835,553.00
 on the property situated at: 2010 WEST NEWPORT PIKE WILMINGTON, DE 19804-9998

hereby consent(s) to the leasing of said property to the U.S. Postal Service and agree(s) for itself, its successors, executors, administrators, and assigns that in the event it should become necessary to foreclose said mortgage the mortgagee will cause the sale of said premises to be made subject to said lease.

Bank of America
 Mortgage Company

By: Katherine A. Marshall
 Signature of Mortgagee's Officer

Its Senior Vice Pres
 Title of Mortgagee's Officer

10 Light Street
 Street Address

Balto MD 21201
 City, State and ZIP+4

Kelley Stodd
 Witness

Subscribed and Sworn to before me, a notary public, in and for County, State of MARYLAND
 this 13th day of SEPTEMBER, 2002

Linda E. Hartman
 Notary Public

LINDA E. HARTMAN
 Notary Public, State of Maryland
 My Commission Expires 11/15

My commission expires _____





Designation of Emergency Repair Personnel

Return completed, signed copy of this form to:

ROBERT E HILL
PROJECT MANAGER
EASTERN FSO
PO BOX 27497
GREENSBORO, NC 27498-1103

Postal Unit: STANTON BRANCH

Street Address: 2010 WEST NEWPORT PIKE

City, State, ZIP + 4: WILMINGTON DE, 19804-9998

Owner: DEL-MAR REALTY COMPANY
3424 EASTERN AVENUE

Contact the following personnel for emergency repairs for those services that are my responsibility under the terms of the lease, when I (or my agent) cannot be reached after a reasonable period of time at Area Code & Telephone

302-999-1416

In the event the Postal Service is unable to contact the designated emergency repair person or such person is unavailable to perform necessary emergency repairs, the Postal Service is authorized to arrange for such repairs by repair personnel selected by the Postal Service with cost thereof to be reimbursed by the lessor.

For Roofing/ Structural Emergencies <input type="checkbox"/> Check if Not Applicable	Ron Adams - Manager
	Benjamin Cohen 410-327-5300
For Electrical Emergencies <input type="checkbox"/> Check if Not Applicable	
For Plumbing Emergencies <input type="checkbox"/> Check if Not Applicable	
For Heating, Ventilating and Air-Conditioning Emergencies <input type="checkbox"/> Check if Not Applicable	
For Other Emergencies (Windows, Doors, Locks, Etc.) <input type="checkbox"/> Check if Not Applicable	

Sign Original

This letter is not intended to, nor does it in any way, increase my responsibilities as owner (or agent w/ owner) of the property to the occupant, the U.S. Postal Service.	Signature of Owner or Owner's Agent <i>Marcena J Cain</i>	Date
	Name (Typed or Printed)	MARCENA J CAIN
	Street Address	3424 Eastern Ave
	City, State, ZIP + 4	Baltimore, Md. 21224



January 10, 2007

JOANNA B. KORKER
LEAD EXECUTIVE/DISTRICT MANAGER
CUSTOMER SERVICE AND SALES
SOUTH JERSEY DISTRICT

SUBJECT: AUTHORITY TO CONDUCT INVESTIGATION

I request your authorization to investigate a possible change in postal services for the following office in the AL-AT LARGE Delaware Congressional District.

Post Office Name: STANTON BRANCH, DE

ZIP+4 Code: 19804-9998

EAS Level: N/A

Finance Number: [REDACTED]

County: NEW CASTLE

Number of Customers:

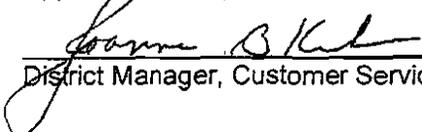
Post Office Box	<u>191</u>
General Delivery	<u> </u>
Rural Route (RR)	<u> </u>
Highway/Contract Route (HCR)	<u> </u>
Intermediate RR	<u> </u>
Intermediate HCR	<u> </u>
City Delivery	<u> </u>
Total Customers	<u>191</u>

The above office is a classified branch administratively responsible to the Newport DE Branch of the Wilmington DE Post Office. There is no on-site manager at the Stanton Branch, only clerk staffing with retail window and P.O. Boxes. A new postal facility is being retrofitted and leased for the Newport DE Branch to occupy. That new office is approximately 1/2 mile or less from the present Stanton Branch. Stanton operates under the Newport Finance Number. We need to conduct an *abbreviated* Post Office Review Process to discontinue the Stanton Branch and consolidate it with the Newport Branch upon occupation of the new facility.

Please indicate your approval of this study by signing below and returning the original form to this office. Thank you.


Sally Dryden
Manager, Operations Programs Support

Approval to Study for Discontinuance:


District Manager, Customer Service and Sales

1/16/07
Date