1. The location and construction of mailboxes shall conform to the rules and regulations of the United States Postal Service as modified by this design standard.

2. Mailboxes will not be permitted on Interstate highways, freeways, or other highways where prohibited by law or regulation.

3. The contractor shall give the Postmaster of the delivery route(s) written notice of project construction 7 days prior to the beginning of work, with Saturdays, Sundays and holidays excluded.

   The Contractor shall furnish and install one mailbox in accordance with this design standard at each mail patron delivery location and maintain the box throughout the contract period. The Contractor shall apply box numbers to each patron box in accordance with identification specifications of the Domestic Mail Manual of the U.S. Postal Service, where local street names and house numbers are authorized by the Postmaster as a postal address, the Contractor shall inscribe the house number on the box. If the box is located on a different street from the patron's residence, the Contractor shall install the street name and house number on the box.

   The Contractor shall coordinate removal of the patrons existing mailboxes, immediately after installing the new mailboxes the Contractor shall notify each "Mail Delivery Patron" by Certified Mail that removal of the existing mailboxes must be accomplished in 10 days after receipt of notice. Patrons shall have the option of removing their existing mailboxes or leaving the mailboxes in place for removal by the Contractor; removal by the Contractor shall be included in the contract unit price for Mailboxes. Each. The Contractor shall dispose of mailboxes and supports in areas provided by him.

   Reuse of existing mailboxes by the Contractor will not be a requirement under any construction project, however where an existing mailbox meets the design requirements of this standard and is structurally and functionally sound, the Contractor at his option may elect to reuse the existing mailbox in lieu of constructing a new mailbox. Any use of existing mailboxes must be approved by the Engineer.

4. Mailboxes shall be light sheet metal or plastic construction, in traditional style only. They may elect to reuse the existing mailbox in lieu of constructing a new mailbox. Any use of existing mailboxes must be approved by the Engineer.

5. Mailboxes shall be located on the right-hand side of the roadway in the direction of the delivery route, except on one-way roads and streets where they may be placed on the left-hand side.

   Mailboxes on rural highways shall be set with the roadside face of the box offset from the edge of the traveled way a minimum distance of the greater of:
   (a) Shoulder width plus 8" to 12".
   (b) 10' for ADT over 10,000 vpd.
   6' for ADT 100 to 10,000 vpd. (c) 4' for ADT under 100 vpd.

   When a mailbox is installed within the limits of the shoulder, it should be placed behind the guardrail whenever practical.

6. Mailboxes on curved highways, roads and streets shall be set with the face of the box between 6" and 12" back of the face of a curb. If the sidewalk abuts the curb or if an unusual condition exists which makes it difficult or impractical to install or serve boxes at the curb, the Contractor with concurrence of the local postal authority may be permitted to install all mailboxes of the back edge of the sidewalk, where they can be served by the carrier from the sidewalk.

7. Mailboxes shall be set with the bottom of the box between 42" and 48" above the mail stop surface, unless the U.S. Postal Service establishes other height restrictions.

8. Lightweight newspaper receptacles may be mounted below the mailbox on the side of the support post in conformance with the USPS Domestic Mail Manual.

9. Wood and steel support posts for both single and double mailbox mountings shall be embedded no more than 24" into the ground.

10. Support posts shall not be fitted nor installed with surface mount base plates.

11. Wood support posts shall be in conformance with the material and dimensional requirements of Section 900 of the Standard Specifications.

12. Steel support posts shall have an external finish equal to or better than two coats of weather resistant, air dried or baked, paint or enamel. Surface(s) shall be cleaned of all loose scale prior to finishing. The Postal Service prefers that posts be painted white, but other colors may be used when approved by the Engineer. When galvanized posts are used painting is not required.

13. Mounting brackets, plates, shelves and accessories are to be suited to support post finish.

14. Mailboxes shall be paid for under the contract unit price for Mailboxes. Each. Payment shall be full compensation for boxes, posts and accessory items, and shall include all base scale prior to finishing. The Postal Service prefers that posts be painted white, but other colors may be used when approved by the Engineer. When galvanized posts are used painting is not required.

The above compensation shall include any work and cost incurred by the contractor for removal and disposal of existing mailboxes. There shall be no payment participation for NDCBUs furnishing, assembly, installation, resetting or relocation.
STEEL PIPE AND WOOD SUPPORT POSTS

STANDARD PIPE POSTS

2" Ø Pipe Post

Nominal 2" (2.375 o.d.) Steel Pipe
Schedule 40 or Resistance Welded,
ASTM A569 & A669, Min. 50,000 psi
Yield Strength. See General Notes
For Finish Requirements.

Nominal 2" (1.375 o.d.) Steel Pipe
Schedule 40 or Resistance Welded,
ASTM A569 & A669, Min. 30,000 psi
Yield Strength. See General Notes
For Finish Requirements.

STANDARD WOOD POSTS

4" X 4" Wood Post

STANDARD PLATFORMS

STEEL PLATFORM

STEEL SHELF

STEEL CLAMP

STEEL ANTI-TWIST PLATE

Muffler Clamp (2 Req'd.)
(Stove Bolt), 2 Washers,
1 Lockwasher, 1 Nut (6 Req'd.)

STEEL BRACKET

STEEL CLAMP

STEEL SHELF

STEEL ANTI-TWIST PLATE

Muffler Clamp (2 Req'd.)
(Stove Bolt), 2 Washers,
1 Lockwasher, 1 Nut (6 Req'd.)

SINGLE OR COMBINED WOOD, FLANGED CHANNEL
OR PIPE POST TYPES SHOWN ON THIS INDEX

POST SPACING

ELEVATION

END VIEW

TOP VIEW

STEEL SHELF

STEEL PLATFORM

STEEL ANTI-TWIST PLATE

SLOTS (4 Req'd.)

SLOTS (4 Req'd.)

SLOTS (4 Req'd.)

DIA. (8 Req'd.)

DIA. (4 Req'd.)

DIA. (4 Req'd.)

Not See General Notes For Finish requirements

Steel Pipe

2008 FDOT Design Standards

MAILBOXES

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