10550 RELAY COLLECTION MAILBOX

SPECIFIER: A relay collection mailbox (RCMB) is a pedestal mailbox holding 2 USPS mail tubs. It permits daily, weekend and holiday delivery of incoming mail and the pickup of outgoing office mail, without USPS entering the school office. RCMBs have 2 lockable doors – on one end for authorized use by USPS; on the other end for the school office only. USPS calls for an Arrow lock on its door for its own use. At the school office’s end is the other lock – cylindered and keyed by MDCPS Central Lock Dept.

RCMB was once referred to as a “drop box”. No drop slot is permitted by USPS, so do not use this term. Show the tentative exterior location of the RCMB on the Drawings – close to the school office. The exact location of the RCMB will be directed by the USPS branch that serves each school. After the building is up and the roads and walks are laid out, the Contractor shall obtain location and height by calling USPS directly – their Branch Growth Director often meets the Contractor at the site.

CSI MasterFormat 2004 number: 10 55 16

PART 1 GENERAL

1.1 SUMMARY

A. Related Sections:

1. 03300 - Cast-In-Place Concrete.
2. 08710 - Door Hardware.
3. 09900 - Painting of Unpainted Surfaces.

B. Final approved position and height of RCMB shall be as directed by USPS.

1.2 SUBMITTALS

A. Letter:

1. Notify PM of the model number of the RCMB (with producer’s catalog cut) that has been approved by USPS for this Work, including name and phone of approving USPS Branch Regional Growth Director.

PART 2 PRODUCTS

2.1 RELAY COLLECTION MAILBOX (RCMB)

A. Description:

1. Size: Sufficient to hold 2 white USPS 757 mail tubs with 1 to 2 in. clearance all around, in two vertically-stacked compartments.
2. USPS door and lock: Side hinged on end of where USPS will drop off and pick up, with USPS-standard Arrow lock and keys.
3. Facility door and lock: Side hinged on the other end of box, where school office will load and unload. Provide with lock having temporary cylinder suitable to receive M-DCPS cylinder keyed by M-DCPS Central Lock Dept., 305 995-4027.
4. Door hinges: Full height, non-corroding, continuous type.
5. Strength of box-pedestal-plates assembly: Sufficient to withstand wind speeds up to 146 mph (Florida high velocity hurricane zone requirement).
6. Box construction: Welded aluminum, with rain shields to keep storm-driven water out of box. Reinforce bottom for extra-strong mounting on steel pedestal’s top plate.
7. Overall pedestal length: USPS-directed mounting height above the concrete surface.
   a. If pedestal will be cast into concrete walk or foundation, add at least 12 in.
8. Pedestal, top and base plates: Galvanized steel, at least 12 x 16 x 1/4 in.
9. Shop coats on box and pedestal: Primer + gray TCIB polyester powdercoat.
10. Decals: Durable adhesive-attached labels with at least 10-year service life, for lettering and adhesive, as approved by USPS to identify:
   a. The purpose and use of box.
   b. Street number of facility in black numerals at least 1 in. high.

B. Standards: USPS approved.

C. Product / Producer:

1. 2-Door Double Collection, by Jayco. www.jaycoindustries.com
3. Equal product in quality and performance as approved by A/E, M-DCPS, and USPS

PART 3 EXECUTION

3.1 PREPARATION

A. Obtain precise RCMB location and mounting height from USPS after the layout of the facility’s roads, curbs and walks is complete. Contact the USPS Branch Regional Growth Director who serves the school’s location.

1. If USPS wishes to move the position of the RCMB, notify A/E and M-DCPS immediately and obtain approval before agreeing to any change of more than 2 ft from the tentative location shown in the Construction Documents.

B. Verify that field conditions are acceptable and are ready to receive RCMB and any pad.

C. Pad: If mounting on a walk is not the direction given by USPS, excavate and cast a 24 x 24 in. foundation, at least 30 in. deep, of $f_y = 3000$ concrete matching color of adjacent curb and walk, for the RCMB pedestal, with top level with sidewalk.

3.2 INSTALLATION

A. Install RCMB following producer’s current published directions and recommendations, except as more stringently specified herein. Embed RCMB in walk or pad, or bolt pedestal to concrete, as approved by USPS.
1. USPS lock: Deliver Arrow lock keys to USPS and obtain receipt.
2. School’s lock: M-DCPS Central Lock Dept. will replace the cylinder, key it, and will issue receipt upon taking the key.
3. Decals: Apply to RCMB, after field painting of box is complete, as directed by or acceptable to both USPS and M-DCPS.
4. Demonstrate RCMB to be in good working order.

END OF SECTION