

847 - MAILBOX ADJUSTMENTS

SECTION 847

MAILBOX ADJUSTMENTS

847.1 DESCRIPTION

Remove existing mailboxes and mailbox supports. When required by construction sequencing, relocate mailboxes at locations agreeable to owner and U.S. Postal Service. Reinstall acceptable mailboxes and mailbox supports.

BID ITEM

Mailbox Installation (Set Price)

UNITS

Each

847.2 MATERIALS

When necessary, provide commercially available mailbox supports constructed of a single 4 inch by 4 inch wooden post, a single 4 inch diameter wooden post or a single metal post. Use metal posts with a maximum strength of a 2 inch diameter standard strength steel pipe. Anti-twist devices (that extend a maximum of 10 inches below ground) are permitted on metal posts. Anchor plates are prohibited on metal posts.

Provide commercially available post-to-mailbox assemblies.

The Engineer will accept the mailbox supports and post-to-mailbox assemblies based on compliance with the specified requirements and visual inspection for condition at the point of usage.

847.3 CONSTRUCTION REQUIREMENTS

Remove the existing mailboxes and supports, and lay the mailboxes and supports on the owner's property.

The Engineer will inform the mailbox owners that only mailboxes and mailbox supports that comply with the requirements of the U.S. Postal Service will be reinstalled. If the owner's mailbox is unacceptable, it is the owner's responsibility to provide an acceptable mailbox for reinstallation. If the owner's mailbox support is unacceptable, the Contractor will provide an acceptable mailbox support for reinstallation. The Contractor will reinstall the mailbox owner's original mailbox if said mailbox complies with U.S. Post Office requirements. If the mailbox owner provides a lightweight newspaper delivery box, the Contractor will install the newspaper box below the mailbox (on the side of the mailbox support) when the mailbox is reinstalled.

If the mailbox owner chooses to reinstall their own mailbox, the Engineer will inform the owner of highway permit procedures, and advise the owner that the reinstallation must be approved by KDOT.

When the mailboxes are reinstalled, use these guidelines for installation:

- Locate the mailboxes on the right-hand side of the roadway in the direction of the delivery route. Mailboxes may be located on the left-hand side of the roadway on one-way streets.
- Embed the mailbox support post into the ground a maximum of 24 inches. Do not embed the post in concrete unless the mailbox support design is shown to be NCHRP 350 compliant when so installed.
- Set the bottom of the mailbox at an elevation established by the U.S. Postal Service, usually 3 ½ to 4.0 feet above the roadway surface.
- Set the roadway face of the mailbox at locations established by the U.S. Postal Service for the road conditions encountered.
 - if the shoulders are not surfaced and the shoulder cross-slope is 13% or flatter, offset the roadway face of the mailbox 8 feet from the edge of the traveled way;
 - if the shoulders are surfaced and 8 foot or wider, offset the roadway face of the mailbox the width of the all-weather shoulder;
 - if a mailbox turnout is provided, offset the roadway face of the mailbox the width of the mailbox turnout;
 - if the roadway is a curbed residential street, offset the roadway face of the mailbox 8 to 12 inches from the back of the curb;
 - if the roadway is a residential street without curbs or all-weather shoulders, offset the roadway face of the mailbox 8 to 12 inches from the edge of the traveled way;

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- If the mailbox is located at a driveway entrance, place the mailbox on the far side of the driveway in the direction of the delivery route.
- If the mailbox is located at an intersecting road, place the mailbox a minimum of 100 feet beyond the center of the intersecting road in the direction of the delivery route (increase the distance to 200 feet if the average daily traffic on the intersecting road exceeds 400 vehicles per day).
- If there is a question as to the proper location of the mailbox, contact the U.S. Postal Service (local Post Office) for guidance.

For roads not on the state highway system, e.g, roads under city, county or township jurisdiction, the mailbox offset may be less than the distances outlined above and will be determined on a case-by-case basis in consultation with the owner of the facility. Items to be considered include, but are not limited to, roadway width, shoulder width, traffic volumes, presence of sight distance constraints, right of way impacts, etc.

847.4 MEASUREMENT AND PAYMENT

The Engineer will measure each mailbox installation.

The Engineer will not measure for separate payment temporary mailbox relocations required due to construction sequencing.

Payment for "Mailbox Installation (Set Price)" at the contract unit set price is full compensation for the specified work.