

SECTION 105500 - POSTAL SPECIALTIES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section Includes:
 - 1. USPS-approved horizontal mail receptacles.
 - 2. USPS-approved parcel lockers.
 - 3. USPS-approved collection boxes.
 - a. Letter drops.
 - b. Package depository.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for each type of postal specialty.
- B. Shop Drawings: For postal specialties. Include plans, elevations, sections, details, and attachments to other work.
 - 1. Include identification sequence for compartments.
 - 2. Include layout of identification text.
 - 3. Include setting drawings, templates, and installation instructions for anchor bolts and other anchorages installed as part of the work of other Sections.

1.4 INFORMATIONAL SUBMITTALS

- A. Product Certificates: For each type of postal specialty required to comply with USPS regulations, signed by product manufacturer. Include written approval by Postmaster General.
- B. Other Informational Submittals: Final USPS local postmaster approval for installed postal specialties to be served by USPS.

1.5 CLOSEOUT SUBMITTALS

- A. Maintenance Data: For postal specialties and finishes to include in maintenance manuals.

1.6 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
 - 1. Key Blanks: 10 for every 40 locks or fraction thereof, for each type of compartment-door lock installed.

1.7 QUALITY ASSURANCE

- A. Installer Qualifications: A firm experienced in installing postal specialties and whose installations have been given final approval by local postmasters authorizing use by USPS.
- B. Source Limitations for Each Type of Postal Specialty: Obtain from single source from single manufacturer. For USPS-approved products, use only those included on current lists of USPS manufacturers and models.

1.8 DELIVERY, STORAGE, AND HANDLING

- A. Deliver lock keys to Owner by registered mail or overnight package service with a record of each corresponding lock and key number.
- B. Deliver combination-lock combinations to Owner by registered mail or overnight package service with a record of each corresponding lock and combination.

1.9 COORDINATION

- A. Coordinate layout and installation of mail chutes and attachments to structure with other construction that passes above ceilings, penetrates ceilings, or is supported by them in the vicinity of mail chutes; including light fixtures, HVAC ductwork and equipment, fire-suppression system and other piping, and partition assemblies.
- B. Coordinate layout and installation of recessed postal specialties with wall construction.
- C. Templates: Obtain templates for installing postal specialties and distribute to parties involved.

1.10 WARRANTY

- A. Special Warranty: Manufacturer's standard form in which manufacturer agrees to repair or replace components of postal specialties that fail in materials or workmanship within specified warranty period.
 - 1. Failures include, but are not limited to, the following:
 - a. Structural failures.
 - b. Faulty operation of hardware.

- c. Deterioration of metals, metal finishes, and other materials beyond normal weathering.
2. Warranty Period: Five years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Aluminum: Manufacturer's standard alloy and temper for type of use and finish indicated, and as follows:
 1. Sheet and Plate: ASTM B 209 (ASTM B 209M).
 2. Extruded Shapes: ASTM B 221 (ASTM B 221M).
- B. Steel Sheet: Cold rolled, ASTM A 1008/A 1008M, Commercial Steel (CS), Type B, exposed matte finish where exposed.
- C. Metallic-Coated Steel Sheet: Galvanized-steel sheet, ASTM A 653/A 653M, G60 (Z180) coating designation, extra smooth where exposed; or electrolytic zinc-coated steel sheet, ASTM A 879/A 879M, Coating Designation 08Z (24G).
- D. Stainless-Steel Sheet: ASTM A 666, Type 304.
- E. Brass Sheet: ASTM B 36/B 36M, manufacturer's standard copper alloy.
- F. Zinc Sheet or Plate: ASTM B 69, manufacturer's standard sheet or plate and zinc alloy.
- G. Die-Cast Aluminum: ASTM B 85, manufacturer's standard aluminum alloy.
- H. Die-Cast Brass: ASTM B 176, manufacturer's standard copper alloy.
- I. Die-Cast Zinc: ASTM B 86, manufacturer's standard zinc alloy.
- J. Steel Anchor Bolts, Nuts, and Washers: ASTM F 1554, Grade 36 or 55, hot-dip galvanized.
- K. Stainless-Steel Anchor Bolts, Nuts, and Washers: ASTM A 193/A 193M, Grade B8M, Type 316.
- L. Bituminous Coating: Cold-applied asphalt emulsion complying with ASTM D 1187.

2.2 USPS-APPROVED HORIZONTAL MAIL RECEPTACLES

- A. Front-Loading, USPS-Approved Horizontal Mail Receptacles as indicated and consisting of multiple compartments with fixed, solid compartment backs, enclosed within framed wall box. Provide access to compartments for distributing incoming mail from front of unit by unlocking master lock and swinging side-hinged master door to provide accessibility to entire group of

compartments. Provide access to each compartment for removing mail by swinging compartment door. Comply with USPS-STD-4C.

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
 - a. American Eagle Mailboxes.
 - b. American Postal Manufacturing Co.; Division of Postal Products Unlimited, Inc.
 - c. Auth-Florence Manufacturing; a Florence company.
 - d. Bommer Industries, Inc.
 - e. Jensen Industries.
 - f. Security Manufacturing Corporation.
2. Mail Delivery: USPS.
3. Compartments: As indicated on Drawings.
4. Front-Loading Master Door: Fabricated from extruded aluminum and braced and framed to hold compartment doors; prepared to receive master-door lock.
 - a. Master-Door Lock: Door prepared to receive lock provided by local postmaster.
5. Compartment Doors: Fabricated from extruded aluminum. Equip each with lock and tenant identification as required by cited standard. Provide mail slot in the compartment with master-door lock.
 - a. Compartment-Door Locks: Comply with USPS-L-1172C, PSIN O910, for locks and keys, or equivalent as approved by USPS; with three keys for each compartment door. Key each compartment differently.
6. Frames: Fabricated from extruded aluminum or aluminum sheet; ganged and nested units, with cardholder and blank cards for tenant's identification within each compartment.
7. Snap-on Trim: Fabricated from same material and finish as compartment doors.
8. Concealed Components and Mounting Frames: Aluminum or steel sheet with manufacturer's standard finish.
9. Exposed Aluminum Finish: Finish surfaces exposed to view as follows:
 - a. Baked-Enamel or Powder-Coated Finish: Color as selected by Architect from manufacturer's full range.

2.3 USPS-APPROVED COLLECTION BOXES

- A. USPS-Approved, Front-Loading Collection Boxes as indicated and consisting of single compartment with fire-resistant cushion bottom, enclosed within wall box, with mail slot to receive mail. Provide access to compartment for collecting mail from front of unit. Comply with USPS Publication 16.

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
 - a. American Eagle Mailboxes.
 - b. American Postal Manufacturing Co.; Division of Postal Products Unlimited, Inc.
 - c. Auth-Florence Manufacturing; a Florence company.
 - d. Bommer Industries, Inc.
 - e. Jensen Industries.
 - f. Security Manufacturing Corporation.
2. Mail Collection: USPS.
3. Mounting: Recessed
4. Type: Collection box.
5. Height: Sized to match height of four horizontal mail receptacles.
6. Compartment Door and Frame: Fabricated from minimum 1/8-inch- (3-mm-) thick aluminum, with opening not less than 12 by 20 inches (305 by 508 mm) and not more than 18 by 30 inches (457 by 762 mm). Equip door with lock and concealed, full-length, flush hinge on one side.
 - a. Door Lock: Door prepared to receive lock provided by local postmaster.
 - b. Identification: Engrave face of compartment door with 1-inch- (25-mm-) high letters as follows: "U.S. MAIL LETTER BOX" on two lines at top or bottom of unit.
 - c. Door Style: Set door within face frame.
7. Mail Slot: Fabricated from 1/4-inch- (6-mm-) thick aluminum, with 11-inch-wide by 1-1/4-inch- (279-mm-wide by 32-mm-) high opening, protected by inside hood and hinge flap, and with inside baffle to prevent removal of mail from box.
8. Exposed Materials: Fabricated from extruded or sheet aluminum.
9. Concealed Components and Mounting Frames: Aluminum or steel sheet with manufacturer's standard finish.

2.4 FABRICATION

- A. Form postal specialties to required shapes and sizes, with true lines and angles, square, rigid, and without warp, and with metal faces flat and free of dents or distortion. Make exposed metal edges and corners free of sharp edges and burrs and safe to touch. Fabricate doors of postal specialties to preclude binding, warping, or misalignment.
- B. Preassemble postal specialties in shop to greatest extent possible to minimize field assembly.
- C. Mill joints to a tight, hairline fit. Cope or miter corner joints. Form joints exposed to weather to exclude water penetration.
- D. Drill or punch holes required for fasteners and remove burrs. Use security fasteners where fasteners are exposed. If used, seal external rivets before finishing.

- E. Weld in concealed locations to greatest extent possible without distorting or discoloring exposed surfaces. Remove weld spatter and welding oxides from exposed surfaces.
- F. Fabricate tubular and channel frame assemblies with manufacturer's standard welded or mechanical joints. Provide subframes and reinforcement as required for a complete system to support loads.
- G. Fabricate rack ladders to support indicated number of units to form a column of units.
- H. Where dissimilar metals will contact each other, protect against galvanic action by painting contact surfaces with bituminous coating or by applying other permanent separation as recommended by manufacturers of dissimilar metals.

2.5 GENERAL FINISH REQUIREMENTS

- A. Comply with NAAMM's "Metal Finishes Manual for Architectural and Metal Products" for recommendations for applying and designating finishes.
- B. Protect mechanical finishes on exposed surfaces from damage by applying a strippable, temporary protective covering before shipping.
- C. Appearance of Finished Work: Noticeable variations in same piece are not acceptable. Variations in appearance of adjoining components are acceptable if they are within the range of approved Samples and are assembled or installed to minimize contrast.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions with Installer present, for compliance with requirements for roughing-in openings, clearances, and other conditions affecting performance of the Work.
- B. Examine walls and other adjacent construction for suitable conditions where units will be installed.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. General: Install postal specialties level and plumb, according to manufacturer's written instructions and roughing-in drawings.
 - 1. Where dissimilar metals will be in permanent contact with each other, protect against galvanic action by painting contact surfaces with bituminous coating or by applying other permanent separation as recommended by manufacturer for this purpose.

2. Where aluminum will contact grout, concrete, masonry, or wood, protect against corrosion by painting contact surfaces with bituminous coating.
 3. Final acceptance of postal specialties served by USPS depends on compliance with USPS requirements.
- B. Horizontal Mail Receptacles: Install horizontal mail receptacles with center of tenant-door lock cylinders and bottom of compartments at the maximum and minimum heights above finished floor established by USPS and manufacturer's written instructions.
1. Install removable-core and keyed-in door lock cylinders as required for each type of cylinder lock.
 2. Install and align two rack ladders for the first column of mail receptacles and one rack ladder for each additional adjacent column of mail receptacles.
- C. Collection Boxes: Install collection boxes with centerline of mail slots more than 48 inches (1219 mm) above finished floor.

3.3 FIELD QUALITY CONTROL

- A. Arrange for USPS personnel to examine and test postal specialties served by USPS after they have been installed according to USPS regulations.
- B. Obtain written final approval of postal specialties to be served by USPS. Obtain this approval from USPS postmaster that authorizes mail collection for the served installation.

3.4 ADJUSTING, CLEANING, AND PROTECTION

- A. Remove temporary protective coverings and strippable films, if any, as postal specialties are installed unless otherwise indicated in manufacturer's written installation instructions.
- B. Adjust doors, hardware, and moving parts to function smoothly, and lubricate as recommended by manufacturer. Verify that integral locking devices operate properly.
- C. Touch up marred finishes or replace postal specialties that cannot be restored to factory-finished appearance. Use only materials and procedures recommended or furnished by postal specialty manufacturer.
- D. Replace postal specialties that have been damaged or have deteriorated beyond successful repair by finish touchup or similar minor repair procedures.
- E. On completion of postal specialty installation, clean interior and exterior surfaces as recommended by manufacturer.

END OF SECTION 105500