

**STATEMENT OF WORK**  
Vegetated Subsurface Drain Outlet (739)  
**Iowa**

**These deliverables are the minimum requirements that apply to this individual practice. Refer to practice specific Statements of Work for conservation practices associated with this practice.**

## **PRE-DESIGN**

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### **Deliverables:**

1. Documents that demonstrate that adequate planning activities have been completed.
  - a. Report or conservation assistance notes summarizing pre-design meeting(s) with client.
    - i. Identify the resource concern being addressed and the landowner objectives.
    - ii. Define roles and responsibilities of all parties that will be involved in the project.
      1. Landowner
      2. Designer
      3. NRCS and/or other funding source(s)
      4. Contractor
    - iii. Advise client on potential compliance issues with federal, state, tribal, and local laws, regulations and NRCS policies.
  - b. The practice is included in a conservation plan and meets one or more of the purpose(s) described in the Conservation Practice Standard.
  - c. Completed IA-CPA-52 showing NEPA requirements have been met and documented (i.e., cultural resources and threatened and endangered (T&E) species).

## **DESIGN**

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### **Deliverables:**

1. Field surveys shall meet the requirements of the component practices Water Control Structure (587), Subsurface Drain (606), and other practices required by this installation.
2. Design documents shall meet the requirements of the component practices Water Control Structure (587), Subsurface Drain (606), and other practices required by this installation.
3. Written plans and specifications shall meet the requirements of the component practices Water Control Structure (587), Subsurface Drain (606), and other practices required by this installation.
4. Design Report which meets the requirements of the component practices Water Control Structure (587), Subsurface Drain (606), and other practices required by this installation.
5. Inspection Plan which meets the requirements of the component practices Water Control Structure (587), Subsurface Drain (606), and other practices required by this installation.
6. Operation and maintenance plan meeting the requirements of the current Conservation Practice Standard.
7. Certification that the design meets practice standard criteria and complies with applicable laws and regulations (NEM Part 505, Subpart A, 505.03), or is approved by an employee with the appropriate delegated engineering job approval authority (NEM Part 501, Subpart A).

## **INSTALLATION**

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### **Deliverables**

1. Pre-installation conference with client and contractor.
  - a. Review plans and specifications
  - b. Review NRCS utility safety policy. (NEM Part 503 – Safety, Subpart A – Engineering Activities Affecting Utilities, Section 503.00 through 503.22 and Iowa amendments).
  - c. Review roles and responsibilities of all parties involved in the project installation.
  - d. Verification that client has obtained required permits and land rights.
2. Staking and layout according to plans and specifications including applicable layout notes.

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3. Installation inspection documented in the case file assistance notes or in a job diary to include:
  - a. Dates and record of inspections made, testing completed, instruction provided to the contractor, etc., to document compliance with standards and specifications.
  - b. Actual materials used.
4. Facilitate and implement required design modifications with client and the original designer. Design modifications required during installation are properly approved and documented.

## **CHECK OUT**

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### **Deliverables**

1. Survey for Checkout conducted and recorded as for the design survey.
  - a. Profiles of the subsurface drains showing ground elevation, the water control structure elevation, lateral drain(s), bypass drain, and outlet.
2. As-built documentation (450-GM, IA407).
  - a. Extent of practice units applied.
  - b. Drawings with changes from the original construction plans clearly shown.
  - c. Materials documentation including final quantities.
  - d. Testing reports, as required.
  - e. Survey and construction notes for layout, inspections, and final checkout documenting compliance with standards and specifications.
3. Certification that the practice has been installed in accordance with NRCS practice standard criteria and specifications and complies with applicable laws and regulations, or is approved by an employee with the appropriate delegated engineering job approval authority (see Design Deliverable Item 7).
4. Progress reporting.

## **REFERENCES**

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- Iowa Administrative Code
- NRCS Field Office Technical Guide (eFOTG), Section IV, Interim Conservation Practice Standard, Vegetative Subsurface Drain (739)
- NRCS National Engineering Manual (NEM)
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook
- NRCS General Manual

## **STATE CONTACT**

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