

**STATEMENT OF WORK**  
**Water and Sediment Control Basin (638)**  
**IOWA**

**These deliverables apply to this individual practice. For other planned practice deliverables refer to those specific Statements of Work.**

## **DESIGN**

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### **Deliverables:**

1. Survey notes which show that a thorough and detailed site survey was completed.
  - a. Survey notes shall be in accordance with NRCS Technical Release 62, Engineering Field Handbook, Chapter 1 and/or standard industry practice.
  - b. If survey equipment with automatic / electronic data collection devices is used, a print out of the data and a disk with the electronic files shall be included in the file.
  - c. Elevations shall be referenced to a bench mark. A temporary bench mark with an assumed elevation is acceptable. An example of a temporary bench mark could be an "X" chiseled into a corner of an existing concrete floor slab, culvert or similar permanent structure, a nail in a post, or a wooden hub in the ground.
  - d. A plot of the survey data with the scale shown as a bar scale shall be maintained in the file.
2. Design documents that demonstrate criteria in practice standard have been met and are compatible with planned and applied practices
  - a. Practice purpose(s) as identified in the conservation plan.
  - b. List of required permits to be obtained by the client
  - c. A note on the drawings stating that the contractor is responsible for calling Iowa One Call at 1-800-292-8989 at least 48 hours prior to beginning any excavation work.
  - d. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
    - i. Hydrology/Hydraulics
    - ii. Interval/Spacing
    - iii. Outlet Capacity and Stability
    - iv. Erosion Control
  - e. All design documentation is shown as checked.
3. Written plans and specifications including sketches and drawings shall be provided to the client that adequately describes the requirements to install the practice and obtain necessary permits. These shall include:
  - a. A plan view of the layout of the Water and Sediment Control system
  - b. Typical cross sections of the basin(s)
  - c. Profile(s) of the basin(s)
  - d. Details of the outlet system
  - e. For underground outlets, details of the inlet and profile(s) of the underground outlet
  - f. Seeding requirements, if needed
  - g. Construction and material specifications for all required components, including IA-5, Pollution Control
  - h. Bill of Materials and Cost Estimate
4. Operation and maintenance plan
5. Certification that the design meets practice standard criteria and complies with applicable laws and regulations (NEM Subpart A, 505.03(b)(2)).
6. Design modifications required during installation are properly documented.

## **INSTALLATION**

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### **Deliverables:**

1. Pre-installation conference with client and contractor
2. Verification that client has obtained required permits
3. Staking and layout according to plans and specifications including applicable layout notes
4. Installation inspection documented in the case file
  - a. Actual materials used
  - b. Inspection records

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5. Facilitate and implement required design modifications with client and original designer
6. Advise client/NRCS on compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies during installation
7. Certification that the installation process and materials meet design and permit requirements (NEM Subpart A, 505.03(c)(1)).

**CHECK OUT**

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**Deliverables:**

1. As-built documentation
  - a. Extent of practice units applied
  - b. Drawings
  - c. Final quantities
2. Certification that the installation meets NRCS standards and specifications and is in compliance with permits
3. Progress reporting

**REFERENCES**

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- Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard - Water and Sediment Control Basin, 638.
- National Engineering Manual
- NRCS National Environmental Compliance Handbook
- NRCS National Cultural Resources Procedures Handbook

**STATE CONTACT**

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