

**STATEMENT OF WORK**  
**Roofs and Covers (367)**  
**Florida**

**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. Design documentation that will demonstrate that the criteria in Florida NRCS practice standard have been met and are compatible with other 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. Compliance with NRCS national and state utility safety policy (NEM Part 503-Safety, Subpart A - Engineering Activities Affecting Utilities 503.1 through 503.6)
  - d. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
    - i. Florida Supplement, National Engineering Field Handbook (NEFH), Part 650, Chapter 1
    - ii. Type of Cover
    - iii. Structural
    - iv. Safety
    - v. Environmental Considerations (e.g. air quality, water quality)
2. Written plans and specifications including sketches and drawings shall be provided to the client that adequately describes the requirements (location, materials, extent, etc.) to install the practice and obtain necessary permits (Florida Supplement, NEFH, Part 650, Chapter 1).
3. Design Report and Inspection Plan as appropriate (NEM Part 511, Subpart B Documentation, 511.11 and Part 512, Subpart D Quality Assurance Activities, 512.30 through 512.32)
4. Operation and Maintenance Plan
5. Certifications that the design meets practice standard criteria and complies with applicable laws and regulations (NEM Part 505 – Non NRCS Engineering Services, Subpart A, 505.3(b)(2) and Florida Supplement, NEFH, Part 650, Chapter 1).
6. Design modifications during installation as required.

**INSTALLATION**

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**Deliverables**

1. Pre-construction 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 (according to inspection plan as appropriate)
  - a. Actual materials used (NEM Part 512 – Construction, Subpart D Quality Assurance Activities, 512.33).
  - 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 meets design and permit requirements

**CHECK OUT**

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**Deliverables**

1. Check out notes as specified in the Florida Supplement, NEFH, Part 650, Chapter 1
2. As-Built documentation
  - a. Extent of practice units applied
  - b. Drawings
  - c. Final quantities
3. Certification that the installation meets Florida NRCS standards and specifications and is in compliance with permits (NEM Part 505 – Non –NRCS Engineering Services, Subpart A, 505.3(c)(1))
4. Progress reporting

**REFERENCES**

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- Florida NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard – Roofs and Covers, 367
- Florida Supplement, NEFH, Part 650, Chapter 1, Procedure for Documenting, Planning, Design, Construction, and Checkout of Engineering Conservation Practices
- NRCS National Engineering Manual (NEM).
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook

**STATE CONTACT**

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Jesse T. Wilson  
State Conservation Engineer  
(352) 338- 9555  
jesse.wilson@fl.usda.gov