

STATEMENT OF WORK
Monitoring and Evaluation (799)
Iowa

These deliverables are the minimum requirements that apply to this individual practice. For other planned practice deliverables refer to those specific Statements of Work.

DESIGN

Deliverables:

1. Conduct a planning and project design meeting with landowner, entities conducting monitoring, vendors, NRCS representatives, and any other relevant parties.
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. Documentation that adequate land access has been obtained if needed.
 - c. List of required permits to be obtained by the client.
 - d. List of facilitating practices.
 - e. Compliance with NRCS national and state utility safety policy (NEM Part 503 – Safety, Subpart A – Engineering Activities Affecting Utilities, Section 503.00 through 503.22 and NEM 503.02(d)).
 - f. Practice standard substantiating data, computations, and analyses to develop plans and specifications including but not limited to:
 - i. Identification of the specific resources concerns and applicable conservation practices
 - ii. Methods of data collection, sample processing, and data analysis
 - iii. Timing and frequency of data collection
 - iv. Identify laboratory conducting testing and qualifications to perform the testing.
 - v. Environmental considerations.
3. Written plans and specifications including sketches and drawings (location map, plan view, profiles, cross-sections, and details) shall be provided to the client that adequately describes the requirements to install the practice and obtain necessary permits.
 - a. Location of the monitoring site.
 - b. Type and placement of monitoring equipment.
 - c. Bill of Materials and Itemized Cost Estimate.
4. Design Report and Inspection Plan as appropriate (NEM Part 511, Design Documentation, 511.11 and Part 512, Construction, 512.30 through 512.32).
 - a. The design report shall include, but not be limited to the following: summary of project objectives, site assessment, and design documentation from item 2 listed above.
 - b. The inspection plan must describe the type and frequency of testing, items requiring inspection, the documentation required, and the qualifications of the person doing the work.
5. Operation and maintenance plan.
6. Provide an anticipated installation schedule.
7. Design modifications required during installation are properly documented.

INSTALLATION

Deliverables

1. Pre-installation conference with landowner, entities conducting monitoring, vendors, NRCS representatives, and any other relevant parties.
2. Verification that client has obtained required permits.
3. Facilitate and implement required design modifications with client, original designer, and permitting and funding agencies.
4. Advise client/NRCS on compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies during installation.
5. Certification that the installation process, materials, and sample processing meets requirements

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CHECK OUT

Deliverables

1. As-built documentation (450-GM, IA407).
 - a. Extent of practice units applied.
 - i. Number and type of monitoring stations.
 - ii. Timing, frequency, type, and number of samples
 - b. Annual and final reports prepared by monitoring entity.
 - c. Electronic copy of the data collected, including statistical analyses, trend graphs, and descriptions of data graphs and data quality.
 - d. Annual conference between NRCS, the land owner, outside agencies needing or requiring monitoring and evaluation reports, and monitoring entity to evaluate on-going progress to determine any immediate adaptations which should be applied.
2. Progress reporting.

REFERENCES

- Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard – Monitoring and Evaluation, 799.
- NRCS National Engineering Manual (NEM)
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook
- General Manual
- Engineering Field Handbook

STATE CONTACT

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