

**STATEMENT OF WORK**  
**Terrace (600)**  
**Missouri**

**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.
2. A plot of the survey data with the scale shown as a bar scale shall be maintained in the file.
3. 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. Compliance with NRCS national and state utility safety policy (NEM part 503-Safety, Section 503.00 through 503.22)
  - d. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
    - i. Hydrology/Hydraulics
      - Drainage Area
      - Rainfall and Runoff Volumes
      - Design discharges and velocities
    - ii. Interval/Spacing
      - Soil series, land slope, cropping management and farm equipment widths
      - Profiles, cross sections and horizontal alignment of each terrace
      - Topsoiling requirements (topsoiling suitability determination and minimum topsoiling depth required)
    - iii. Outlet Capacity and Stability
      - Profiles and horizontal alignment of each outlet
    - iv. Erosion Control
4. 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.
5. Operation and maintenance plan
6. Certification that the design meets practice standard criteria and comply with applicable laws and regulations (NEM Subpart A, 505.03(b)(2)).
7. Design modifications during installation as required

## **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
  - a. Actual materials used
  - b. Inspection records
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 (NEM Subpart A, 505.03(c) (1)).

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**CHECK OUT**

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**Deliverables**

1. As-built documentation
  - a. Location and extent of practice units applied
    - Profile of channel and ridge and cross section for each terrace
    - Verification of topsoiling (if topsoiling is required on the plans)
    - Terrace spacing
    - Outlet type and adequacy
    - Vegetation establishment if required (See Critical Area Planting 342 Statement of Work)
  - 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 - Terrace, 600.
- National Engineering Manual
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook