

STATEMENT OF WORK
Critical Area Planting (342)
Oklahoma

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

DESIGN

Deliverables:

1. Design documents that demonstrate criteria in NRCS 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. List all required and/or facilitating practices
 - d. Vegetation practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to:
 - i. Planting dates
 - ii. Site and seedbed preparation
 - iii. Methods of seeding/planting
 - iv. Soil amendments required
 - v. Species selection, seeding or planting rates or spacing and establishment method
 - vi. Type and amount of mulch if required
 - vii. Topsoil requirements
 - viii. Seed/plant source
 - ix. Seed analysis
 - x. Supplemental water if needed for establishment
 - xi. Protection of plantings
 - e. Gully Shaping practice standard criteria: related computations and analyses to develop plans and specifications
 - i. Oklahoma engineering worksheet *OK-ENG-32 Gully Shaping Data Sheet* will be used to document gully dimension, planned dimensions and total area of shaping to be completed
 - ii. Site specific construction specifications or instructions shall be prepared by the designer
 - iii. 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).
 - iv. Oklahoma engineering worksheet *OK-ENG-32 Gully Shaping Data Sheet* or equivalent will be used to document that the design meets the required criteria
2. 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.
3. Operation and maintenance plan
4. Certification that the design meets practice standard criteria and comply with applicable laws and regulations
5. Design modifications during application as required Form OK-ENG-1 or OK-ENG-1 (NEM Subpart A, 505.3).
Note: *OK-CPA-4 and/or OK-CPA-4A are available to document vegetative plantings.*

INSTALLATION

Deliverables

1. Pre-application conference with client
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 (Part 512, Subchapter D - Quality Assurance Activities, 512.33)
 - b. Inspection records
 - c. Maintaining a job diary with dates and record of inspections made, testing completed, instructions provided to the contractor, etc., to document compliance with standards and specifications. Documenting in the assistance notes in the plan is acceptable.
5. Application guidance as needed
6. Facilitate and implement required design modifications with client and original designer
7. Advise client/NRCS on compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies during application

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8. Certification that the application process and materials meets design and permit requirements

Note: *OK-ECS-4 and/or OK-ECS-4A are available to document vegetative plantings.*

CHECK OUT

Deliverables

1. Records of application
 - a. Vegetation
 - i. Planting dates
 - ii. Site and seedbed preparation
 - iii. Methods of seeding/planting
 - iv. Soil amendments required
 - v. Species selection, seeding or planting rates or spacing and establishment method
 - vi. Type and amount of mulch if required
 - vii. Topsoil requirements
 - viii. Seed/plant source
 - ix. Seed analysis
 - x. Supplemental water if needed for establishment
 - xi. Protection of plantings
 - b. Gully Shaping
 - i. Completed job diary or assistance notes documenting inspections made, testing completed, materials used, etc.
 - ii. Survey notes for layout, inspections, and final checkout documenting compliance with standards and specifications.
 1. Layout survey
 - a. Determine the average cross section of each gully to be treated by measuring its dimensions
 - i. On a gully of fairly uniform size and shape, one representative cross section may be sufficient
 1. Measured top and bottom width, depth and length of each gully to be shaped
 2. In areas where gullies are closely spaced and the entire area between gullies will be disturbed, the area to be shaped may be determined by measuring the composite area rather than individual gullies
 - b. Determine the top width of excavation from the gully shaping design graph found in the Oklahoma supplement to Engineering Field Handbook or by use of the formula on the data sheet
 - c. Set temporary markers at points extended out from the centerline at each station where the cut slope zeros out at natural ground
 - d. Area of gully shaping will be determined to the nearest one-tenth acre
 2. Construction checks and inspections
 - a. As needed to insure installation is in compliance with standards and specifications
 3. Final checkout survey
 - a. Cross section of one gully in each group of gullies shaped during the same construction operation
 - b. The cross section will extend to normal ground on either side of the gully
 4. The final checkout survey will be documented on the back of the *OK-ENG-32 Gully Shaping Data Sheet* or equivalent.
 - iii. As-built drawings with changes from the original drawing clearly shown
 - iv. Extent of practice units applied and location identified on a map
 - v. Vegetation certification or schedule documented on OK-ECS-04 – Vegetative Data Worksheet
 - vi. Final quantities
 1. The extent of the gully shaping to be certified will be the designed amount
 - vii. Areas occupied by other erosion control measures will not be included in the gully shaping extents

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2. Certification that the application meets NRCS standards and specifications and is in compliance with permits: **for gully shaping** the certification will be signed by an employee with appropriate approval authority for construction assigned on Form OK-ENG-1, OK-ENG-1 a, or by special letter. (NEM Subpart A, 505.39(c)(1)) Document on the appropriate standard drawing, worksheet, engineering field book or equivalent
3. Progress reporting

Note: *OK-ECS-4 and/or OK-ECS-4A are available to document vegetative plantings.*

REFERENCES

- NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard Critical Area Planting - 342
- NRCS National Agronomy Manual
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook