

**STATEMENT OF WORK**  
**Building Envelope Improvement (672)**  
**Virginia**

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

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## **DESIGN**

### **Deliverables:**

1. Design documents that demonstrate criteria in NRCS practice standard have been met and are compatible with planned and applied practices
  - a. Identify, discuss, and document client needs and recommend method of resolution.
  - b. Practice purpose(s) as identified in the conservation plan.
  - c. List of required permits to be obtained by the client and regulations to be met.
  - d. Compliance with NRCS national and state utility safety policy (NEM Part 503-Safety, Subpart A - Engineering Activities Affecting Utilities 503.00 through 503.06). This includes contacting MISS UTILITY (811 or 1-800-552-7001) a minimum of 3 days before beginning construction.
  - e. List of facilitating practices. Include conservation practice name and code number.
  - f. Practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to:
    - i. Insulation R-value,
    - ii. Building U-value
    - iii. Energy star rating of doors or windows
    - iv. Additional performance rating values for all installed components
    - v. Emission reductions requirements, if needed
2. Written plans and specifications, including sketches and drawings, shall be provided to the client that adequately describe the requirements to install the practice and obtain necessary permits. Plans and specifications shall be developed in accordance with the requirements in Virginia Conservation Practice Standard *Building Envelope Improvement (Code 672)*.
3. Operation and maintenance plan.
4. 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).
5. Certification that the design meets practice standard criteria and comply with applicable laws and regulations (NEM VA505.03, Amendment VA-18).
6. Design modifications during installation as required

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## **INSTALLATION**

### **Deliverables**

1. Pre-installation conference with client and contractor.
2. Verification that client has obtained required permits.
3. Installation guidance as needed.
4. Installation inspection (according to inspection plan as appropriate).
  - a. Actual materials used (Part 512, Subpart D Quality Assurance Activities, 512.33)
  - 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

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## **CHECK OUT**

### **Deliverables**

1. Records of application
  - a. "Red-line" drawings including but not limited to documentation of final construction, changes to initial design, and changes in materials used.

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- b. Extent of practice units applied
  - c. Actual materials used
2. Certification that the application meets NRCS standards and specifications and is in compliance with permits (NEM VA505.03, Amendment VA-18).
3. Progress reporting

**REFERENCES**

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- VA NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard *Building Envelope Improvement (Code 672)*.
- VA NRCS Field Office Technical Guide (eFOTG), Section IV, Operation and Maintenance Plan *Building Envelope Improvement (Code 672)*.
- NRCS National Engineering Manual (NEM)
- 210-V-NEM Part 505-Non-NRCS Engineering, Amendment VA-18.
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook