

## STATEMENT OF WORK Spoil Spreading (572) West Virginia

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 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
    - i. WV Department of Natural Resources (WDNR)
    - ii. WV Department of Environmental Protection (WVDEP).
    - iii. WV Public Lands Corporation (WVPLC)
    - iv. Compliance with NRCS national and state utility safety policy (NEM Part 503-Safety, Subpart A-Engineering Activities Affecting Utilities 503.00 through 503.06 and 210-VI-EFH, Amendment WV-45, Nov. 1996- WV5-23 Engineering Field Handbook) and all engineering activities affecting utilities. This includes contacting and documenting MISS UTILITY 1-800-248-4848 according to West Virginia Chapter 24-C, Underground Facility Damage Prevention act. The law makes it a requirement to notify the state of West Virginia before any excavation or demolition activities are started.
  - c. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
    - i. Surface Drainage
    - ii. Erosion Control
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 (NEM Subpart A, 505.03, 505.03 (a) (3,4), 210-VI-(EFH) WV5 amendment 45 ("Preparation of Engineering Plans" – Design and Construction Support Data for Conservation Practices).
5. Design modifications during installation as required.

**Note:** Design of practice will be in compliance with practice standard and applicable criteria for the appropriate purpose(s). Practice specification will include the information listed in the "Plans and Specifications" and "Operation and Maintenance" section of the conservation practice standard. The design will document the clients' decisions using narrative and/or jobsheet.

### INSTALLATION

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#### Deliverables

1. Pre-installation conference with client to review and document problem, alternative and decisions and agreed to solution.
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)).

**Note:** Provide written documentation of any modification of the approved design. Certify that the modification meets practice standard on appropriate NRCS form and/or letter of certification as applicable. At a minimum, documentation

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will include quantities and amounts. The location of the applied practice will be identified on the conservation plan map for non-structural practices.

**CHECK OUT**

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**Deliverables**

1. As-built documentation
  - a. Extent of practice units applied
  - b. Drawings
  - c. Final quantities
2. Certification that the installation meets NRCS standards and specifications and is in compliance with permits
3. Progress reporting

**Note:** Meet with client to review practice operation and maintenance. Certify the conservation practice has been installed according to practice design and specifications using a letter of certification or appropriate NRCS form.

**REFERENCES**

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- Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard - Spoil Spreading, 572
- 210-VI-EFH Amend. 45, WV5 Preparation of Engineering Plans
- 210-V-NEM Part 505 – Non-NRCS Engineering Services
- NRCS National Engineering Manual (NEM)
- WV Engineering Field Handbook
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook