

**STATEMENT OF WORK**  
**Underground Outlet**  
**CODE (620)**

**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 along with other participant (client) responsibilities (Reference Form CO-ENG-13, Notification of Participant Responsibilities).
  - c. Compliance with NRCS national and state utility safety policy (NEM part 503-Safety, Section 503.00 through 503.06).
  - d. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
    - i. Inlet Type
    - ii. Hydraulics
    - iii. Materials
    - iv. Outlet capacity and stability
2. Plans and specifications that include drawings that show the requirements and specifications that describe in writing the requirements to install the practice and to obtain the necessary permits shall be provided to the client. All applicable State and Federal (OSHA) safety requirements shall be addressed in the plans and specifications where appropriate.
3. Operation and maintenance plan.
4. Construction Quality Assurance Plan, where appropriate, to include, but not limited to, the following items:
  - a. General description of work.
  - b. Items of work requiring inspection or testing.
  - c. Timing of inspections or tests.
  - d. Skills or certifications required by inspectors.
5. Certification that the design meets practice standard criteria and comply with applicable laws and regulations (NEM Subpart A, 505.03(b) (2)). For jobs completed by NRCS employees, affix the approval signature of the individual with delegated engineering job approval authority to the drawings. For jobs completed by non-NRCS employees, affix a Colorado Professional Engineer's seal to design and construction documents, when required by state laws and regulations.
6. Itemized cost estimate and list of materials.
7. Design modifications during installation as required.

**INSTALLATION**

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**Deliverables**

1. Pre-installation conference with client and contractor. (Reference Form CO-ENG-13, Notification of Participant Responsibilities).
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. (NEM 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 (NEM Subpart A, 505.03(c) (1)). Form CO-ENG-1 may be used for this certification.

## **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, specifications, and all design requirements and is in compliance with permits (NEM Subpart A, 505.03 (c) (1)). Form CO-ENG-12 may be used for this certification.
3. Progress reporting.

## **REFERENCES**

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- See references listed in NRCS Field Office Technical Guide, Section IV, Conservation Practice Standard – Underground Outlet, 620
- CO-ENG Forms: eFOTG Section IV, Tools
- NRCS National Engineering Manual (NEM)
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook