

**STATEMENT OF WORK**  
**Air Filtration and Scrubbing (371)**  
**Iowa**

**These deliverables are the minimum requirements that apply to this individual practice. For other planned practice deliverables refer to those specific Statements of Work.**

## **DESIGN**

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### **Deliverables:**

1. Conduct a pre-design meeting with client.
2. Survey notes which show that a thorough and detailed site survey was completed, as needed.
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. NEPA requirements have been met and documented on the IA CPA52 (i.e. cultural resources and T&E species).
  - c. Documentation that adequate land rights have been obtained if needed.
  - d. List of required permits to be obtained by the client.
  - e. List of facilitating practices.
  - f. Compliance with NRCS national and state utility safety policy (NEM Part 503 – Safety, Subpart A – Engineering Activities Affecting Utilities, Section 503.00 through 503.22 and NEM 503.02(d)).
    - i. A note on the drawings stating that the contractor is responsible for calling Iowa One Call at 1-800-292-8989 at least 48 hours prior to beginning any excavation work.
  - g. Practice standard substantiating data, computations, and analyses to develop plans and specifications including but not limited to:
    - i. Targeted Emissions and Sources
    - ii. Required Emission Reduction
    - iii. Reduction Calculations and Analysis.
4. Written plans and specifications including sketches and drawings (location map, plan view, profiles, cross-sections, and details) shall be provided to the client that adequately describes the requirements to install the practice and obtain necessary permits.
  - a. IA-5 Pollution Control Construction Specification is to be included on all projects.
  - b. Bill of Materials and Itemized Cost Estimate, as needed.
5. Operation and maintenance plan.
6. Provide an anticipated installation schedule.
7. All design documentation is shown as checked.
8. Engineering job class is shown on the drawings.
9. Certification that the design meets practice standard criteria and complies with applicable laws and regulations (NEM Subpart A, 505.03) or approved by an employee with the appropriate delegated engineering job approval authority (NEM Subpart A, 501).
10. Design modifications required during installation as required.

## **INSTALLATION**

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### **Deliverables**

1. Pre-installation conference with client and/or contractor.
2. Verification that client has obtained required permits.
3. Layout according to plans and specifications including applicable layout notes.
4. Installation inspection documented in the case file.
5. Facilitate and implement required design modifications with client, original designer, and permitting and funding agencies.
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).

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**CHECK OUT**

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**Deliverables**

1. Survey for Checkout, as needed.
2. As-built documentation (450-GM, IA407).
  - a. Extent of practice units applied.
  - b. Materials documentation including final quantities
  - c. Notes for layout, inspections, and final checkout documenting compliance with standards and specifications.
3. Certification that the practice meets NRCS standards and specifications and is in compliance with permits (NEM Part 505, Non-NRCS Engineering Services, 505.03(c) (1)).
4. Progress reporting.

**REFERENCES**

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- Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard – Air Filtration and Scrubbing, 371.
- NRCS National Engineering Manual (NEM)
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook
- Engineering Field Handbook

**STATE CONTACT**

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