

STATEMENT OF WORK
Diversion (362)
Iowa

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

DESIGN

Deliverables:

1. Conduct a pre-design meeting with the client.
2. Survey notes which show that a thorough and detailed site survey was completed.
 - a. Survey notes shall be in accordance with NRCS Technical Release 62, Engineering Field Handbook, Chapter 1 and/or standard industry practice.
 - b. If survey equipment with automatic / electronic data collection devices is used, a print out of the data and a disk with the electronic files shall be included in the file.
 - c. Elevations shall be referenced to a bench mark. A temporary bench mark with an assumed elevation is acceptable. An example of a temporary bench mark could be an "X" chiseled into a corner of an existing concrete floor slab, culvert or similar permanent structure.
3. A plot of the survey data with the scale shown as a bar scale shall be maintained in the file.
4. Design documentation that will demonstrate that the criteria in NRCS practice standard have been met and are compatible with other 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. Compliance with NRCS national and state utility safety policy (NEM Part 503-Safety, Subpart A - Engineering Activities Affecting Utilities, 503.00 through 503.06)
 - 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.
 - f. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
 - i. Hydrology/Hydraulics
 - ii. Outlet capacity and stability
 - iii. Vegetation
 - iv. Environmental Considerations
5. Written plans and specifications that meet the requirements of the practice standard, including drawings that adequately describe the requirements to install the practice and obtain necessary permits.
6. An Operation and Maintenance Plan that meets the requirements of the practice standard.
7. Certification that the design meets practice standard criteria and complies with applicable laws and regulations (NEM Part 505, Subpart A, 505.03 (a) (3)).
8. Design modifications during installation as required.

INSTALLATION

Deliverables

1. Pre-installation conference with client and contractor.
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
 - 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. 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 (NEM Part 505, Subpart A, 505.03 (c) (1)).
3. Progress reporting.

REFERENCES

- NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard - Diversion, Code 362
- NRCS National Engineering Manual (NEM).
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook

STATE CONTACT

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