

STATEMENT OF WORK
Water and Sediment Control Basin (638)
Kentucky

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

DESIGN

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
 - c. Compliance with NRCS national and state utility safety policy (NEM part 503-Safety, Subpart A - Engineering Activities Affecting Utilities 503.00 through 503.6) It is the client's responsibility to contact Kentucky811, Call 811 Before You Dig. See www.kentucky811.org for more information.
 - d. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
 - i. Hydrology/Hydraulics
 - ii. Interval/Spacing
 - iii. Capacity of storage area
 - iv. Outlet Capacity and Stability
 - v. Erosion Control
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.
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(b) (2)).
5. 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
 - a. Actual materials used (Part 512, Subchapter D Quality Assurance Activities, 512.33)
 - b. Field inspections during construction
 - c. Record of inspection activities
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)).

CHECK OUT

Deliverables

1. As-built documentation
 - a. Extent of practice units applied
 - b. As-built drawings documenting critical elevations, grades and changes from the design
 - c. Final quantities
2. Certification that the installation meets NRCS standards and specifications and is in compliance with permits
3. Progress reporting

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4. Photo documentation recommended.

SPECIAL REQUIREMENTS FOR COST SHARED PRACTICES

As noted in GM KY Supplement 450-407.12: Certifying Performance for Cost Sharing (June 2008)

- A. All practices will be located and identified using Global Positioning Systems (GPS) unit. (See GM KY 450-407.12 for additional guidance.)
- B. Practices receiving cost share assistance will be photo identified with no less than one before picture and no less than one after picture. (See GM KY 450-407.12 for additional guidance)

A quick link to the policy is: ftp://ftp-fc.sc.egov.usda.gov/KY/GM_Supplement_450.pdf

SUPPORTING DATA AND DOCUMENTATION

Field Data and Survey Notes

Record on survey notepaper, NRCS-ENG-28, ENG-29 or other appropriate engineering paper. The following is a list of the minimum data needed:

1. Plan view sketch;
2. Profile and cross-section of the embankment, land slope, profile of the outlet, and other pertinent data if needed.
3. Special control or field features that must be considered in the design.

Design Data

Record on appropriate engineering paper. For guidance on the preparation of engineering plans see chapter 5 of the EFH, Part 650. The following is a list of the minimum required design data:

1. Locate practice on farm plan map in the case file;
2. Plan view including, location map, all system components, material, utility notification, and construction specifications;
3. Determine soil type, and any special restrictions. Provide soil loss calculations;
4. Design computations using the appropriate Engineering Field Handbook Chapter, Part 650 or by other approved method;
5. Show job class on plan;
6. Cross-sections and profiles of the basin to be shown on plans.
7. Estimated quantities;
8. Details of outlet protection or other structural components needed;
9. Vegetative plan. This must meet the criteria, specifications, and documentation requirements of the Kentucky conservation practice standard for Critical Area Planting, Code 342. Show on plan;
10. Written Operation and Maintenance plan.
11. Signature of someone with proper design approval authority.

Construction Check Data/As-Built

Record on survey notepaper, NRCS-ENG-28, ENG-29, or other appropriate engineering paper. Survey data will be plotted on plans in red. The following is a list of minimum data needed for As-builts:

1. Documentation of site visits on CPA-6. Include the date, who performed the inspection, specifics as to what was inspected, all alternatives discussed, and decisions made and by whom;
2. Record check notes during or after completion of construction showing grades and cross section of constructed components and outlets including length, width and depth;
3. Statement on seeding;
4. Final quantities and documentation for quantity changes, and materials certification;
5. Sign and date check notes and plans by someone with appropriate approval authority. Include statement that practice meets or exceeds plans and NRCS practice Standards.

REFERENCES

- Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard - Water and Sediment Control Basin, 638.
- National Engineering Manual

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- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook