

STATEMENT OF WORK
Waste Facility Closure (360)
Kentucky

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

DESIGN

Deliverables:

1. 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. 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, 503.00-503.6). Kentucky811, Call 811 Before You Dig notification is client's responsibility. 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. Geology and Soil Mechanics (NEM Subpart 531a)
 - ii. Hydrology/Hydraulics
 - iii. Structural
 - iv. Environmental Considerations
 - v. Vegetation
 - vi. Safety Considerations (NEM Part 503-Safety, Subpart A, 503.10 through 503.12)
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. Design Report and Inspection Plan as appropriate (NEM Part 511, Subpart B Documentation, 511.11 and Part 512, Subpart D Quality Assurance Activities, 512.30 through 512.32).
4. Operation and Maintenance Plan
5. Certification that the design meets practice standard criteria and comply with applicable laws and regulations (NEM Subpart A, 505.3).
6. 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 (Part 512, Subchapter 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.

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 (NEM Subpart A, 505.3).
3. Progress reporting.
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**

1. Record in a field survey book, NRCS-ENG-28, ENG-29, or other appropriate engineering forms or media, the impoundment surface area, the number of cells, structures and pipes in the impoundment, depth of the impoundment, dimensions of the berm and any other information that is necessary for the design and cost estimate. Note any streams or ditches in the vicinity of the impoundment area;
2. Locate the borrow area, if needed;
3. Perform a soil investigation; log the soil and the water table depth;
4. Locate site on a vicinity map and draw a plan view sketch of the project area in relationship to other buildings on the property;
5. Document the site visit, date, who was there, discussions and decisions made with the landowner in the CPA-6 notes.

Design Data

Record all design data and calculations on appropriate engineering forms or 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. Plan view of the waste impoundment with location map;
2. Location and description of structures to be removed;
3. Soil borings indicating location of seasonal high water table;
4. Construction sequence;
5. Specifications for the removal of the wastes stored in the impoundment;

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6. Quantity of waste to be removed and instructions to utilize waste based on a Nutrient Management Plan (590) and Waste Utilization (633);
7. Detail of embankment breach (if needed);
8. Erosion and sediment control requirements;
9. Locations of spoil and borrow areas;
10. Final grading plan for site;
11. Planting plan. This must meet the criteria, specifications, and documentation requirements of the Kentucky conservation practice standard for Critical Area Planting, Code 342.
12. Approval signature of someone with proper authority for design.
13. Written operation and management plan.

Construction Check Data/As Built

Record in a field survey book, NRCS-ENG-28, ENG-29, or other appropriate engineering forms or media. Survey data will be plotted on plans in red. The following is a list of minimum data needed for As-built certification:

1. A copy of the "As-Built" plans;
2. Documentation of site visits on CPA-6. The documentation shall include the date, who performed the inspection, specifics as to what was inspected, all alternatives discussed, and decisions made and by whom;
3. Statement on seeding;
4. Final quantities and documentation for quantity changes. 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

- NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard - Waste Facility Closure, 360
- NRCS National Engineering Manual (NEM).
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook