

STATEMENT OF WORK Roofs and Covers (367) Michigan

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

Specific responsibility for the deliverables depends on the source of engineering technical assistance to NRCS-Michigan customers. Responsibilities for the four available sources of engineering assistance are described in NRCS-Michigan [Roles and Responsibilities for Engineering Technical Assistance](#).

DESIGN

Deliverables:

1. Design documents that demonstrate criteria in NRCS practice standard have been met and are compatible with planned and applied practices. Include:
 - a. Practice purpose(s) as identified in the conservation plan.
 - b. List of required permits to be obtained by the client and regulations to be met
 - c. Compliance with NRCS national and state utility safety policy (NEM Part 503-Safety, Subpart A-Engineering Activities Affecting Utilities 503.0 through 503.6).
 - d. List of facilitating practices
 - e. Practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to:
 - i. Type of Cover
 - ii. Structural
 - iii. Safety Considerations
 - iv. Environmental Considerations (e.g. air quality, water quality)
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. The Construction drawings must include the notes shown on page 2 of the NRCS-Michigan standard drawing cover sheet (8½ x 11).
3. Quality Assurance Plan (NEM Part 512 - Construction, Subpart D - Quality Assurance Activities, 512.30 through 512.33). An inspection plan and quality control plan is required.
4. Operation and maintenance plan specific to the roofs and covers
5. Certification that the design meets NRCS standards and specifications and is in compliance with applicable laws and regulations (NEM Part 505 - Non-NRCS Engineering Services, Subpart A - Introduction, 505.0 and 505.3)

INSTALLATION

Deliverables:

1. Pre-installation conference with client and contractor
2. Verification that client has obtained required permits. (copy of permit or other documentation showing permits have been acquired)
3. Staking and layout according to plans and specification including applicable layout notes
4. Installation inspection
 - a. Actual materials used (NEM Part 512 - Construction, Subpart C – Evaluation of Construction Materials, 512.20 through 512.23; Subpart D - Quality Assurance Activities, 512.33)
 - b. Inspection records- All inspection narratives/notes
 - c. Documents showing compliance with Quality Assurance Plan and Inspection Plan
5. Facilitate and implement required design modifications with client and original designer. Include documentation giving explanation and justification of need for modification.
6. Advise client/NRCS on compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies during installation

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CHECK OUT

Deliverables:

1. As-built documentation
 - a. Extent of practice units applied
 - b. As-built drawings (NEM Part 512, Construction, Subpart F – As-builts, 512.50 through 512.52)
 - c. Final quantities
2. Certification that the installation meets NRCS standards and specifications and is in compliance with permits (NEM Part 505 – Non-NRCS Engineering Services, Subpart A - Introduction, 505.3).
3. Progress reporting

REFERENCES

- NRCS-Michigan Field Office Technical Guide ([FOTG](#)), Section IV, Conservation Practice Standard – Roofs and Covers (Code 367)
- NRCS National Engineering Manual ([NEM](#))
- [NRCS-Michigan Operation and Maintenance Plans](#)
- [NRCS-Michigan Construction Specifications](#)
- [Michigan Climate Information](#)
- National Engineering Handbook ([NEH](#))
- NRCS Cultural Resources Handbook