

STATEMENT OF WORK
Building Envelope Improvement (672)
Minnesota

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

DESIGN

Deliverables:

1. Documentation that a CAP 122/124/128 Agricultural Energy Management Plan or an energy audit performed in accordance with ASABE S612, *Performing On-farm Energy Audits* has been performed and previously accepted by NRCS.
2. Plans, diagrams or descriptions documenting the location of existing system/components and replacement/retrofit components. Design documents shall demonstrate criteria in NRCS 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 and regulations to be met
 - c. List of facilitating practices
 - d. Practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to:
 - i. Energy savings calculations, analysis, etc.
 - ii. Targeted emission reduction requirements, if needed
3. Written specifications that describe the site specific details of installation
4. Description of the existing system/components and replacement/retrofit components. The Minnesota Practice Job Sheet 672 – Building Envelope Improvement Appendix B: Building Envelope Installation Bid Sheet may be used as a starting point for documenting locations, quantities and descriptions of existing equipment and proposed replacements in order to accomplish the estimated energy savings from the audit.
5. Preconstruction Certification that the design meets practice standard criteria and complies with applicable laws and regulations
6. Design modifications during installation as required

INSTALLATION

Deliverables

1. Pre-installation conference with client
2. Verification that client has obtained required permits
3. Installation guidance as needed
4. Facilitate and implement required design modifications with client and original designer
5. Advise client/NRCS on compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies during installation
6. Certification that the installation process and materials meets design and permit requirements

CHECK OUT

Deliverables

1. Records of application
 - a. Copy of all receipts and invoices required to verify quantities which include make, model, manufacturer and quantity installed.
 - b. Photographs (either hardcopy or digital files) of completed work. As a minimum, include a wide-angle exterior view of the structure where improvements are installed and a picture of each installed component from a distance that is appropriate for the component to be readily identified.
 - c. Installation Certifications, as required.
2. Certification that the application meets NRCS standards and specifications and is in compliance with permits

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REFERENCES

- NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard Building Envelope Improvement - 672
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook
- Minnesota Practice Job Sheet 672 – Design and Preconstruction Requirements
- Minnesota Practice Job Sheet 672 – Practice Certification and Checkout Requirements
- Minnesota Practice Job Sheet 672 – Building Envelope Improvement Appendix A: Certification Requirements for Installation
- Minnesota Practice Job Sheet 672 – Building Envelope Improvement Appendix B: Building Envelope Installation Bid Sheet
- Minnesota Practice Job Sheet 672 – Building Envelope Improvement Appendix C: Building Envelope Installation Certification Statement