

## United States Department of Agriculture

Natural Resources Conservation Service  
339 Busch's Frontage Road, Suite 301  
Annapolis, MD 21409

Phone: 410-757-0861  
FAX: 855-432-9027  
www.md.nrcs.usda.gov

### STATEMENT OF WORK Denitrifying Bioreactor, (605) Maryland

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

#### DESIGN

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##### Deliverables:

1. 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.
2. A plot of the survey data with the scale shown as a bar scale shall be maintained in the file.
3. Design documents that demonstrate criteria in the 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. A note on the drawings stating that the contractor is responsible for calling Miss Utility at 811 at least 48 hours prior to beginning any excavation work.
  - d. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
    - i. Capacity
    - ii. Hydraulics
    - iii. Performance
    - iv. Materials.
4. 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.
5. Operation and maintenance plan.
6. Certification that the design meets practice standard criteria and comply with applicable laws and regulations (NEM Subpart A, 505.03(b)(2)).
7. Design modifications during installation as required.
8. 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 through 503.06).
  - d. List of facilitating practices
  - e. Field numbers where the practice is located.
9. Plans shall be prepared in accordance with the **PLANS AND SPECIFICATIONS** section of the Conservation Practice Standard.

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#### INSTALLATION

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##### 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. Assistance notes. The notes shall include dates of site visits, name or initials of the person who made the visit, specifics as to alternatives discussed, decisions made, and by whom;
8. Certification that the installation process and materials meets design and permit requirements (NEM Subpart A, 505.03(c)(1)).

#### 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, 505.03(c)(1)).
3. Progress reporting.
4. Photographs that document the installation before, during, and after construction of the project.

#### REFERENCES

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- NRCS Field Office Technical Guide (eFOTG), Section IV, Interim Conservation Practice Standard – Denitrifying Bioreactor, 747.
- NRCS National Engineering Manual (NEM).
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook