

**STATEMENT OF WORK****Roofs and Covers (367)****Issued February 3, 2014****Contact: State Conservation Engineer at 701-530-2091**

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**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 through 503.06).
  - d. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
    - i. Geology, Soil Mechanics (NEM Subpart 531a)
    - ii. Foundation Design- allowable bearing capacity, lateral earth pressures (2009 IBC, ASAE 7-02, TR-74)
    - iii. Storage Volume (NEH Part 651, SD Tech Note 2011-1)
    - iv. Structural, Mechanical, and Appurtenance design computations.
    - v. Environmental Considerations (e.g. air quality, bio-security)
    - vi. Safety Considerations (NEM Part 503-Safety, Subpart A, 503.10 through 503.12)
2. Written plans and specifications including drawings, details, and specifications of sufficient detail to guide installation of the practice.
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, 505.03 (a) (3)).
6. Design modifications, and related supporting computations, during installation as required.

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**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, Subpart 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.

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**CHECK OUT****Deliverables:**

1. As-Built documentation.
  - a. Extent of practice units applied
  - b. As Built Drawings
  - c. Final quantities.

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2. Certification that the installation meets NRCS standards and specifications and is in compliance with permits (NEM Subpart A, 505.03 (c) (1)).
3. Record progress reporting according to NRCS policy.

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**REFERENCES**

- NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard – Roofs and Covers, 367
- NRCS National Engineering Manual (NEM)
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook