

**NATURAL RESOURCES CONSERVATION SERVICE
PACIFIC ISLANDS AREA**

STATEMENT OF WORK

HILLSIDE DITCH (423)

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

DESIGN

All design documents shall be developed in accordance with the requirements of the [NRCS Pacific Islands Area Field Office Technical Guide \(eFOTG\)](#), Section IV, Conservation Practice Standard and Conservation Practice Specification.

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. Hydrology/Hydraulics.
 - ii. Ditch velocity ([EFH Part 650, Chapter 14, Table 14-3](#)).
 - iii. Outlet capacity and stability.
 - iv. *Estimated Cost*.
 - v. Environmental Considerations.
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. *Plans (design drawings) shall include: Location in the field, Land slopes, Horizontal spacing, Length; Cross section width, depth, and side slopes; Channel slope, Type of outlet, Quantities, and Materials requirements.*
3. Operation and Maintenance Plan. *The Pacific Islands Area Operation and Maintenance Plan, available in Section IV of the Pacific Islands Area ([eFOTG](#)), for this practice shall be prepared for and reviewed with the client with the requirements for the operation and maintenance.*
4. Certification that the design meets practice standard criteria and comply with applicable laws and regulations ([NEM Subpart A, 505.03 \(a\) \(3\)](#)).
5. 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
 - 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

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.

REFERENCES

- [NRCS PI Field Office Technical Guide \(eFOTG\)](#), *Pacific Islands Area Section IV, Hillside Ditch (423) Conservation Practice Standard, Conservation Practice Specification, and Operation and Maintenance Plan*
- [NRCS National Engineering Manual \(NEM\)](#)
- [NRCS Engineering Field Handbook \(EFH\), Part 650](#)
- [NRCS National Environmental Compliance Handbook](#)
- [NRCS Cultural Resources Handbook](#)