

**STATEMENT OF WORK
Forest Trails and Landings (655)
Washington**

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

DESIGN

Deliverables:

1. Design documents that 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
 - c. Compliance with NRCS national and state utility safety policy (NEM part 503-Safety, Section 503.00 through 503.22)
 - d. Practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to:
 - i. Determination of appropriate site coverage, trail and landing dimensions, gradient, timing of use, and water drainage to allow safe ingress and egress for intended purpose(s)
 - ii. Designating appropriate setbacks from wetlands, water bodies and streams and other environmentally sensitive areas
 - iii. Mitigation measures to reduce wildfire and pest hazards, control erosion, runoff, soil compaction and soil displacement to acceptable levels
 - iv. Designating trails and landings for re-use in future activities to minimize environmental impacts
 - v. *Evaluate wildlife habitat using Biological Technical Note 14.*
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.
3. Documentation of needed operation and maintenance.
4. Certification that the design meets practice standard criteria and comply with applicable laws and regulations.
5. Design modifications during installation as required.

Note:

Incorporate compliance with all federal, state, local and/or tribal laws, regulations and permitting requirements within the practice design. Use approved jobsheets, engineering designs, drawings and specification worksheets, , Planner's guide, technical notes and practice standard references as appropriate. Include required documentation within Documentation Requirement form.

Design packets will include the following: Design report (if needed – simple projects don't require a design report),

*Survey data, Soils and other supporting data, design calculations, Plan view – Site Map, Design drawings, Quantity estimates, Material and Construction Specifications, O&M plan, Construction inspection Plan**

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INSTALLATION

Deliverables:

1. Pre-application conference with client *where site specific specifications are reviewed.*
2. Verification that client has obtained required permits.
3. Staking and layout according to plans and specifications including applicable layout notes.
4. Application guidance as needed.
5. Facilitate and implement required design modifications with client and original designer. *Provide As-Built (Installation) notes and modifications.*
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 application process and materials meet design and permit requirements.

Note:

Document meetings. Provide maps, photos, video or drawings of treatment area. Provide all other implementation notes and issues. Document the effectiveness of treatment to achieving the purpose.

CHECK OUT

Deliverables:

1. Records of application.
 - a. Extent of practice units applied
 - b. Actual mitigation measures used and applied
2. Certification that the application meets NRCS standards and specifications and is in compliance with permits.
3. Progress reporting.

Note:

Provide NRCS with completed & signed Documentation Requirement form, As-Builts and all other support documentation

REFERENCES

- NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard – Forest Trails and Landings, 655
- National Engineering Manual, Utility Safety Policy
- NRCS National Forestry Handbook (NFH), Part 636.4
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook

Note:

Look on the Washington NRCS website under Technical Resource tab, Conservation Engineering/ Washington CAD Support and Drawings for standard drawings. Also under Conservation Engineering there is Washington Construction and Materials Specifications to help complete design packets and Washington Standard Operation and Maintenance plans for guidance with the required O&M plan associated with design packets.