

STATEMENT OF WORK

USDA, Natural Resources Conservation Service
Wisconsin

WASTE FACILITY CLOSURE (360)

DESIGN (911)

Deliverables:

1. Design Survey – The following information should be obtained and recorded in the field notes:
 - a. Topographic information
 - b. Location of features that could affect the facility closure
 - c. Location of area for spreading clean spoil material from the facility
 - d. Location of waste transfer components
 - e. Location of borrow material for filling the facility
2. Design Data – The following information should be recorded in the design notes:
 - a. Location of the facility
 - b. Soils information from the original construction plans
 - c. Safety features
 - d. Erosion control
 - e. Quantity computations
 - f. Vegetation establishment requirements
 - g. O&M plan
 - h. Cost estimate
 - i. Quality assurance plan
3. Drawings and Specifications – The conservation practice standard may contain a list of required items for inclusion in the plans and specifications. Typical contents include:
 - a. Location map
 - b. Plan view of system layout and extent of the facility
 - c. Minimum of two cross sections perpendicular to each
 - d. Extent of facility liner or soil material removal
 - e. Details for salvage and disposal of structural or liner materials
 - f. Locations, sizes, and type of pipelines and appurtenances, to be removed or rendered non-functional
 - g. Utilization plan for wastes and waste-laden soil
 - h. Vegetative requirements
 - i. Surface Drainage grading plan
 - j. Odor management or mitigation requirements
 - k. Summary of soil logs plotted on the cross sections or profile showing the USCS
 - l. Identification of borrow source location (s)
 - m. Safety features
 - n. Construction site erosion control practices
 - o. Quantities
 - p. Quality assurance plan

4. Certification that the design meets practice standard criteria and complies with applicable laws and regulations (NEM Part 505, Non-NRCS Engineering Services)

INSTALLATION (912)

Deliverables:

1. Documentation of pre-construction conference with client and contractor
2. Verification that client has obtained required permits
3. Layout Survey Notes – The following information should be recorded in the field notes:
 - a. Location of facility to be cleared
 - b. Grade stakes with offset reference stakes for excavation
 - c. Location of all appurtenances to be removed
 - d. Location of erosion control features
 - e. Surface drainage grading stakes
4. Compliance Checks – The complexity of the project will dictate the need for compliance checks during construction. All surveyed compliance checks shall be recorded in the field notes. Narratives of compliance checks shall be entered on a sheet in the field notes or the job diary. Compliance checks should include:
 - a. Required final elevations
 - b. Facility cross sections
 - c. Extent of soil to be removed
 - d. Extent of soil material to be removed
 - e. Quality of fill materials
 - f. Adequacy of vegetation establishment
 - g. Adequacy of erosion control
 - h. Maintaining a job diary with the dates and record of inspections made, testing completed, instruction provided to the contractor, etc., to document compliance with standards and specifications
5. Facilitate, implement, and document required design modifications with client, original designer, permitting and funding agencies
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 meet design and permit requirements

CHECKOUT (913)

Deliverables:

1. As-Built Documentation – As-Built documentation shall include:
 - a. As-Built drawings showing all significant changes in linear measurements, alignment, or design changes
 - b. Final elevation of soil removal surface
 - c. Cross sections of completed closure surface
 - d. The final quantities must be shown on the as-built drawing
 - e. Signed statement that the installed practice meets NRCS standards and specifications
 - f. Survey field notes
 - g. Job diary

- h. Material compliance data
 - i. Photo of completed practice and any components
 - j. Practice location placed on the conservation plan map
2. Provide the following information to the NRCS field office servicing the relevant land unit for entry into the Performance Results System (PRS):
- a. Technical Service Provider name
 - b. Customer name
 - c. USDA program funding the practice (if known)
 - d. Location of work (state, county, conservation district, land tract identifier)
 - e. Land use of field where the practice was installed (cropland, etc.)
 - f. NRCS practice name and quantity of practice installed in appropriate unit

REFERENCES

- WI NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard 360, Waste Facility Closure
- NRCS National Engineering Handbook, Part 651, Agricultural Waste Management Field Handbook (AWMFH) and Wisconsin Supplements
- NRCS National Engineering Manual (NEM) and Wisconsin Supplements
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook
- Wisconsin Administrative Code, Chapter 500, General Solid Waste Management Requirements

CERTIFICATION OF COMPLETION

WASTE FACILITY CLOSURE (360)

PROGRAM PARTICIPANT INFORMATION

Name (print): _____

TECHNICAL SERVICE PROVIDER INFORMATION

Name (print): _____

TSP ID Number: _____ Expiration Date: _____

TECHNICAL SERVICE PROVIDED

Design (911)

Installation (912)

Checkout (913)

I hereby certify that the technical services I provided as a Technical Service Provider for this component(s) checked above: (1) comply with all applicable Federal, State, Tribal, and Local laws and requirements, (2) meets applicable USDA NRCS conservation practice standards, specifications, and program requirements, (3) are consistent with and meet the particular conservation program goals and objectives, (4) that I have provided the above named Program Participant the Deliverables in this Statement of Work for this component, and (5) comply with all "Certification Terms" as identified in the Technical Service Provider Certification Agreement.

Technical Service Provider Signature

Date