

STATEMENT OF WORK

USDA, Natural Resources Conservation Service
Wisconsin

SURFACE DRAIN, MAIN OR LATERAL (608)

DESIGN (911)

Deliverables:

1. Design Survey – The following information should be obtained and recorded in the field notes:
 - a. Profile and cross-sections along centerline
 - b. Topography of outlet (if required for a structure)
 - c. Site soils data
2. Design Data – The following information should be recorded in the design notes:
 - a. Hydrology of the drainage area
 - b. Analysis of site soils data
 - c. Hydraulic computations - consider need for methods for discharging low prolonged flows
 - d. Outlet design (structural - vegetated etc.)
 - e. Vegetation requirements
 - f. Seed bed preparations
 - g. Seeding requirements
 - h. Quantity computations
 - i. O&M Plan
 - j. Cost estimate
 - k. 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. A plan view of the layout of the surface drain, main or lateral
 - c. Typical cross sections of the surface drain, main or lateral
 - d. Profile(s) of the surface drain, main or lateral
 - e. Disposal requirements for excess soil material
 - f. Construction and material specifications
 - g. Vegetative establishment requirements
 - h. Quantities
 - i. 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. Centerline and slope stakes
 - b. Grade and alignment stakes for outlet
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. Centerline profile
 - b. Cross sections
 - c. Material requirements according to the construction plan
 - d. Alignment, measurements and elevations of any outlet structure
 - e. Adequacy of vegetation establishment
 - f. 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 plans showing all significant changes in linear measurements, alignment or design changes
 - b. The final quantities must be shown on the as-built drawing
 - c. Signed statement that the installed practice meets NRCS Standards and Specifications
 - d. Survey field notes
 - e. Job diary
 - f. Material compliance data
 - g. Photo of completed practice and any components
 - h. 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 608, Surface Drain, Main or Lateral
- NRCS National Engineering Manual (NEM) and Wisconsin Supplements
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook
- NRCS National Engineering Handbook, Part 650, Engineering Field Handbook (EFH) and Wisconsin Supplements
- NRCS Technical Release 55, Urban Hydrology for Small Watersheds (TR-55)

CERTIFICATION OF COMPLETION

SURFACE DRAIN, MAIN OR LATERAL (608)

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