

## **STATEMENT OF WORK**

### **Road/Trail/Landing Closure and Treatment (654)**

### **West Virginia**

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

#### **DESIGN**

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##### **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 (specified products, environmental services, and/or mitigating actions to maintain resource concerns at acceptable levels)
  - b. List of required permits to be obtained by the client
  - c. Practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to:
    - i. Design level (1-to facilitate future management, 2-reconnect drainages, 3-landscape restoration).
    - ii. Itemization and description of all treatment measures.
    - iii. Adverse onsite and off-site effects and mitigation activities for each.
    - iv. Description of structural and vegetative treatment outcomes and configuration.
2. Written plans and specifications including sketches and drawings shall be provided to the client that adequately describe 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: Design of practice will be in compliance with practice standard and applicable criteria for the appropriate purpose(s). Practice specification will include the information listed in the "plans and specifications" and "operation and Maintenance" sections of the standard. The design will document the client's decisions using narrative and/or job sheet.

#### **INSTALLATION**

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##### **Deliverables**

1. Pre-application conference with client.
2. Verification that client has obtained required permits.
3. Layout and, as applicable, field staking or marking of the practice, measure or activity 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.
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: Provide written documentation of any modifications of the approved design. Certify that the modification meets the practice standard on appropriate NRCS form and/or letter of certification as applicable. At a minimum, documentation will include quantities and amounts and that the practice installation meets the conservation practice standard. The location of the applied practice will be identified on the conservation plan map.

#### **CHECK OUT**

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##### **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: Meet with the client to review practice operation and maintenance. Certify the conservation practice has been installed/applied according to practice design and specifications using a letter of certification or appropriate NRCS form.

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**REFERENCES**

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- West Virginia NRCS Field Office Technical Guide (eFOTG), Section IV, Practice Standard – Road/Trail/Landing Closure and Treatment, 654
- NRCS National Environmental Compliance Handbook, NRCS Cultural Resources Handbook