

STATEMENT OF WORK
Access Road (560)
Wyoming

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

Items that are marked **(TSP or Non-NRCS Engineer)** need to be completed only if design is provided by a TSP or Non-NRCS Engineer. Items that are marked **(NRCS Employee)** need to be completed only if design is provided by an NRCS Employee. All other items are required by all designers.

DESIGN

Deliverables and Documentation Requirements:

1. Design surveys and investigations
 - a. Alignment survey
 - b. Profile and cross sections of centerline.
 - c. Locations of physical features (drainages, trees, rocks, etc.) that will affect construction.
 - d. Soils investigations as needed.
 - e. Intended use (public or private).
2. Design documentation that demonstrates that the criteria in the NRCS conservation practice standard have been met and are compatible with other planned and applied practices. Include:
 - a. Identification of client needs, documentation of discussion with client, and a recommended method of resolution.
 - b. Practice purpose(s) as identified in the conservation plan.
 - c. Location of planned practice installation shown on a farm or ranch plan map.
 - d. List of required permits to be obtained by the client.
 - e. Impacts on adjacent properties and structures.
 - f. Verify with the Field Office conservation planner that all concerns under the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) have been adequately addressed.
 - g. Certification of compliance with NRCS national and state utility safety policy (NEM Part 503 - Safety, Subpart A - Engineering Activities Affecting Utilities, 503.0 through 503.6).
 - h. Practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to:
 - i. Location/alignment
 - ii. Surface width
 - iii. Slope stability
 - iv. Hydrology/drainage
 - v. Construction operations
 - vi. Erosion control
 - vii. Surfacing requirements
 - viii. Vegetation
 - ix. Structural requirements
 - x. Quantity computations
 - xi. Environmental Considerations
 - xii. If for public use, what local design criteria was used (County, State or Federal)?
2. Written plans and specifications, including sketches and drawings, that adequately describe the requirements to install the practice and to obtain necessary permits including but not limited to:
 - a. Location Map.
 - b. Plan view of the proposed road that shows water features, known utilities, and other features that affect the design.
 - c. Road width and length with profile and typical cross section(s) including turnouts, parking, and turnarounds.
 - d. Design grades or maximum grades when applicable.
 - e. Soils investigation. Location of soil borings and plot of the soil/geologic boring showing the USCS, as needed.
 - f. Type and thickness of surface treatment including any subbase preparation.
 - g. Grading plan.
 - h. Cut and fill slopes where applicable.
 - i. Planned drainage features.

STATEMENT OF WORK
Access Road (560)
Wyoming

- j. Location, size, type, length and invert elevations of all required water control structures.
 - k. Vegetative requirements that include vegetation materials to be used, establishment rates, and season of planting.
 - l. Erosion and sediment control measures, as needed.
 - m. Safety features.
 - n. Table of quantities.
 - o. Cooperator's signature of review and acceptance to construct the access road according to the plans and specifications.
3. Design Report as appropriate (NEM Part 511 - Design, Subpart B - Documentation, 511.10 and 511.11).
 4. Quality Assurance Plan (NEM Part 512 - Construction, Subpart D - Quality Assurance Activities, 512.30 through 512.33).
 5. Operation and Maintenance Plan.
 6. Certification that the design meets practice standard criteria and comply with applicable laws and regulations (NEM Part 505 – Non-NRCS Engineering Services, Subpart A – Introduction, - 505.0 and 505.3). **(TSP or Non-NRCS Engineer)**
 7. Engineering job classification is shown and proper engineering approval is obtained. **(NRCS Employee)**

INSTALLATION

Deliverables and Documentation Requirements

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.
 - a. Centerline alignment along with applicable cut and fill stakes.
 - b. Structure location, alignment, and applicable offset grade stakes.
 - c. Location, alignment, and extent of erosion control ditches or structures.
 - d. Verify with the Field Office conservation planner that the location of the staked practice is within the original scope of the practice and is still in compliance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA).
4. Installation inspection.
 - a. Actual materials used (NEM Part 512 - Construction, Subpart C – Evaluation of Construction Materials, 512.20 through 512.23; Subpart D - Quality Assurance Activities, 512.33).
 - b. Inspection records
 - c. Centerline profile
 - d. Measurements, alignments, and elevations of structures.
 - e. Cross sections as required.
 - f. Adequacy of surfacing and erosion control.
 - g. Adequacy of revegetation.
 - h. Document compliance with Quality Assurance Plan.
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.

CHECK OUT

Deliverables and Documentation Requirements

1. As-Built documentation.
 - a. Extent of practice units applied
 - b. "Red-line" drawings (NEM Part 512, Construction, Subpart F – As-builts, 512.50 through 512.52)
 - c. Final quantities
2. Certification that the installation meets NRCS standards and specifications and is in compliance with permits (NEM Part 505 – Non-NRCS Engineering Services, Subpart A - Introduction, 505.3). **(TSP or Non-NRCS Engineer)**
3. Statement of compliance signed by NRCS personnel with applicable job approval authority that the work meets the plans and specifications. **(NRCS Employee)**
4. Progress reporting.

STATEMENT OF WORK
Access Road (560)
Wyoming

REFERENCES

- Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard – Access Road, 560
- National Engineering Manual
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook