

STATEMENT OF WORK
Agrichemical Handling Facility (309)
Wyoming

These deliverables apply to this individual practice. For other planned practice deliverables 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. Topographic surveys as needed to establish location and grades.
 - b. Soils investigation as needed.
2. Design documentation that will demonstrate that the criteria in NRCS practice standard have been met and are compatible with other 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. 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.
 - d. 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).
 - e. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
 - i. Geology and Soil Mechanics (NEM Subpart 531a).
 - ii. Structural, Mechanical and Appurtenance design
 - iii. Maximize Clean Water Diversion.
 - iv. Hydraulic Loading Rate.
 - v. Environmental Considerations (e.g. location, air and water quality).
 - vi. Vegetation.
3. 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 including but not limited to:
 - a. Location map with legal description and north arrow.
 - b. Plan view of facility layout.
 - c. Pertinent elevations of the facility.
 - d. Location of water features.
 - e. Location of electrical lines, gas lines and requirements for burial and quality of materials.
 - f. Structural details of all components.
 - g. Electrical details of all components.
 - h. Plumbing details of all components.
 - i. Locations and details of safety features.
 - j. Where a roof structure is used to protect the facility, include design data and building dimensions.
 - k. Ingress/egress to the facility.
 - l. Vegetation requirements.
 - m. Quantities.
 - n. Drainage/grading plan if needed.
 - o. Soil and foundation findings, interpretations, and reports.
 - p. Temporary erosion control measures during construction.
 - q. Cooperator's signature of review and acceptance to construct the facility according to the plans and specifications.
4. Design Report as appropriate (NEM Part 511, Subpart B Documentation, 511.10 and 511.11).
5. Quality Assurance Plan (NEM Part 512 – Construction, Subpart D – Quality Assurance Activities, 512.30 through 512.33).
6. Operation and Maintenance Plan
7. 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)**

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8. Engineering job classification is shown and proper engineering approval is obtained. **(NRCS Employee)**
9. Design modifications during installation as required.

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. Location, alignment, and grade stakes as needed.
 - b. 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 (according to inspection plan as appropriate).
 - a. Actual materials used. (NEM Part 512, - Construction, Subpart C – Evaluation of Construction Materials, 512.20 through 512.33; Subpart D - Quality Assurance Activities, 512.33)
 - b. Inspection records
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 installation process and materials meets design and permit requirements.

CHECK OUT

Deliverables

1. As-Built documentation.
 - a. Extent of practice units applied
 - b. Drawings
 - 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.

REFERENCES

- NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard – Agrichemical Handling Facility - 309.
- NRCS National Engineering Manual (NEM).
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook