

**STATEMENT OF WORK**  
**Heavy Use Area Protection (561)**  
**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**

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### **Deliverables and Documentation Requirements:**

1. Design surveys
  - a. Topography of area
  - b. Soil limitations, if any
  - c. Notes regarding existing vegetation, describing kind, growth, general location, etc.
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).
  - a. Practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to:
    - i. Type of traffic, design load, site foundation
    - ii. Surface treatment, including vegetation measures
    - iii. Hydrology
    - iv. User safety
    - v. Additional requirements for livestock and recreation areas
    - vi. Quantity computations
3. 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 with legal description and north arrow.
  - b. Plan view of work area.
  - c. Grading and shaping plan including extent of area to be treated, disposition area of excavated materials, limitations regarding depth of cut or fill, road and trail location, drainage plan, structure location, etc.
  - d. Cross section or details of surface treatment.
  - e. Vegetation requirements and location (if applicable).
4. Design Report as appropriate (NEM Part 511 - Design, 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).
5. Operation and Maintenance Plan.
6. Certification that the design meets NRCS standards and specifications and is in compliance 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)**

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## **INSTALLATION**

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### **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 stakes as required.
  - b. Grade stakes with offset as required
  - c. Location, alignment, and reference stake for structures, if applicable.
  - 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. 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**

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### **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.

## **REFERENCES**

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- NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard – Heavy Use Area Protection, 561
- NRCS National Engineering Manual (NEM).
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook