

**STATEMENT OF WORK  
Well Decommissioning (351)  
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 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. Structural components and Materials
    - ii. Safety
    - iii. Environmental Considerations (e.g. water quality)
2. Written plans and specifications, including sketches and drawings, that adequately describe the requirements to install the practice and to obtain necessary permits.
  - a. Location map with legal description
  - b. Requirements for removal of casing, as needed
  - c. Sealing requirements
  - d. Site reclamation requirements
  - e. Cooperator's signature of review and acceptance to construct the practice 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 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)**
8. 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.
4. 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).
5. Installation inspection.

**STATEMENT OF WORK  
Well Decommissioning (351)  
Wyoming**

- 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.
6. Facilitate and implement required design modifications with client and original designer.
7. 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
  - d. Location of the decommissioned well by Global Positioning System (GPS), latitude/longitude, township/range, or other georeferencing convention, of such precision that allows the ready location of the site
  - e. Date of completion of well decommissioning
  - f. Name of landowner
  - g. Name, title, and address of person responsible for well decommissioning
  - h. Total depth of well
  - i. Length of casing prior to decommissioning
  - j. Length of casing removed or length of casing cut off below ground level
  - k. Lengths of casing ripped or perforated and the method used
  - l. Inside diameter of well bore or casing
  - m. Type or schedule of casing material (e.g., standard weight steel, or PVC Sch-80)
  - n. Static water level measured from ground surface prior to decommissioning
  - o. Photographs before and after decommissioning
  - p. Types of materials used for filling and sealing, quantities used, depth intervals for installation of each type of material, and the placement method used
  - q. Detailed documentation of all other information pertinent to site conditions and other problems encountered during decommissioning
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 –Well Decommissioning, 351.
- NRCS National Engineering Manual (NEM).
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook