

## SUBPART C – EVALUATION OF CONSTRUCTION MATERIALS

WI 512.21 (b)(7)(h)

### § WI 512.21 Evaluation Procedures

- (b) Materials may be reused when all of the applicable following conditions are met:
- (1) The material or product is suitable for the use intended,
  - (2) The material or product meets the requirements of the specifications,
  - (3) Items (1) and (2) above are evaluated by personnel with the proper engineering job approval authority,
  - (4) NRCS project financial assistance, such as WF-08 or RCD-11, is not involved,
  - (5) The structural height of the embankment is six feet or less if the used material is metal pipe (an exception on height may be granted by the state conservation engineer if the work is for a repair),
  - (6) The used material does not involve concrete block or utility poles which must restrain horizontal loads, and
  - (7) Coated metal waste storage structures have been previously prequalified and:
    - a. panels appear to be in good to excellent condition,
    - b. all bent and damaged parts are replaced or repaired according to the manufacturer's recommendations,
    - c. used panels are cleaned before new joint sealer is applied,
    - d. all parts previously set in concrete are replaced,
    - e. all bolts are replaced using the same type and grade as used in the original structure,
    - f. a warranty is received with the same provisions as a new structure or 10 years, whichever is less,
    - g. the structure is being reconstructed to the dimensions originally approved or as acceptable to the manufacturer,
    - h. the reconstruction is performed by a franchised dealer for the company which obtained the original prequalification,
    - i. the reconstruction is performed by a dealer not franchised by the company which supplied the original structure provided the non-franchised dealer submits structure relocation/reconstruction plans and specifications for approval in the same manner as the original company,
    - j. installation is in accordance with the original company's current installation manual, including cathodic protection,
    - k. reconstruction plans for the specific site are approved by the engineering staff.

WI 512-12 (1)

**Part 512 - CONSTRUCTION**  
**SUBPART C – EVALUATION OF CONSTRUCTION MATERIALS**

**WI 512.32 (a)**

**§ WI 512.32 Quality Assurance Procedures**

- (a) The following forms shall be used to document the minimum skills required for quality assurance activities on a project and the skills of the engineer and inspector that will be providing the quality assurance.

WI-512-32 Exhibit 1	Contracting Officer's Representative or Government Representative Evaluation Worksheet, List of Experience and Training
WI-512.32 Exhibit 2	Contracting Officer's Representative or Government Representative Evaluation Summary
WI-512.32 Exhibit 3	Inspector Evaluation Worksheet, List of Experience and Training
WI-512.32 Exhibit 4	Inspector Evaluation Summary
WI-512.32 Exhibit 5	Inspection Plan

CONTRACTING OFFICER'S REPRESENTATIVE OR  
GOVERNMENT REPRESENTATIVE EVALUATION WORKSHEET  
LIST OF EXPERIENCE AND TRAINING

Name: \_\_\_\_\_

Date: \_\_\_\_\_

CHECK TRAINING COURSES RECEIVED

- Soil Mechanics 1
- Construction Inspection
- Concrete
- Contract Administration
- Management Level II
- Other - List

PROJECT OR WATERSHED-SITE NO.	NUMBER OF JOBS						FORMAL TRAINING
SURVEYS	Layout Staking		Quantity Surveys		Design & Geology Surveys		Describe/Hours
	Assist	Resp.	Assist	Resp.	Assist	Resp.	
<b>Total</b>							
EARTHFILL	Compaction						Describe/Hours
	Class A			Class C			
	Assist	Resp.	Assist	Resp.	Assist	Resp.	
<b>Total</b>							

CONTRACTING OFFICER'S REPRESENTATIVE OR  
 GOVERNMENT REPRESENTATIVE EVALUATION WORKSHEET  
 LIST OF EXPERIENCE AND TRAINING

Name: \_\_\_\_\_ Date: \_\_\_\_\_

PROJECT OR WATERSHED-SITE NO.	NUMBER OF JOBS				FORMAL TRAINING
	Common		Rock		
EXCAVATION	Assist	Resp.	Assist	Resp.	Describe/Hours
<b>Total</b>					
PRINCIPAL SPILLWAY CONDUIT PLACEMENT	Corrugated Steel		Concrete		Describe/Hours
	Assist	Resp.	Assist	Resp.	
<b>Total</b>					

**CONTRACTING OFFICER'S REPRESENTATIVE OR  
 GOVERNMENT REPRESENTATIVE EVALUATION WORKSHEET  
 LIST OF EXPERIENCE AND TRAINING**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

PROJECT OR WATERSHED-SITE NO. AGGREGATES (Drain Fill, Riprap, Geotextile)	NUMBER OF JOBS				FORMAL TRAINING
	Quality		Gradation		Describe/Hours
	Assist	Resp.	Assist	Resp.	
<b>Total</b>					

PROJECT OR WATERSHED-SITE NO. CONCRETE	NUMBER OF JOBS						FORMAL TRAINING
	Design Mix		Forms & Steel Placement		Concrete Placement & Curing		Describe/Hours
	Assist	Resp.	Assist	Resp.	Assist	Resp.	
<b>Total</b>							

CONTRACTING OFFICER'S REPRESENTATIVE OR  
 GOVERNMENT REPRESENTATIVE EVALUATION WORKSHEET  
 LIST OF EXPERIENCE AND TRAINING

Name: \_\_\_\_\_

Date: \_\_\_\_\_

PROJECT OR WATERSHED-SITE NO.	NUMBER OF JOBS			FORMAL TRAINING	
CONTRACT ADMINISTRATION	Working with Contractors	Safety Program	Job Diaries	Describe/Hours	
<b>Total</b>					
	Interpretation Specs & Drawings	Modifications			
<b>Total</b>					
VEGETATION	Seeding & Mulching		Woody Plantings		Describe/Hours
	Assist	Resp.	Assist	Resp.	
<b>Total</b>					

**CONTRACTING OFFICER'S REPRESENTATIVE OR GOVERNMENT REPRESENTATIVE EVALUATION SUMMARY**

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Grade: \_\_\_\_\_ Date: \_\_\_\_\_

CONSTRUCTION		EXPERIENCE				FORMAL TRAINING	PROFICIENCY LEVEL
Item	Activity	Units	Assisted	Responsible Person	Total Points		
			Point Factor (1)	Point Factor (2)			
Construction Surveys for Design and Construction	a. Layout Staking	Job				<input type="checkbox"/> Const Inspec <input type="checkbox"/> SM-1** <input type="checkbox"/> Other (list on back)	
	b. Quantity Surveys	Job					
	c. Design & Geologic Surveys	Job					
Earthfill Placement	a. Compaction – Class A	Str.					
	b. Compaction – Class C	Str.					
Excavation	a. Common	Str.					
	b. Rock	Str.					
Principal Spillway Conduit	a. Corrugated Steel - Placement	Str.					
	b. Concrete Placement	Str.					
Aggregates – Drain Fill or Riprap, Geotextile	a. Quality	Str.					
	b. Gradation	Str.					
Concrete	a. Design Mix	Str.				<input type="checkbox"/> Const Inspec. <input type="checkbox"/> Concrete** <input type="checkbox"/> Other (list)	
	b. Forming & Steel Placement	Str.					
	c. Concrete Placement	Str.					
Contract Administration	a. Safety Program	Job	XXXXXX			<input type="checkbox"/> Contr. Admin.** <input type="checkbox"/> Other (list)	
	b. Job Diaries	Job	XXXXXX			<input type="checkbox"/> Mgmt Level II*	
	c. Interpretation Specifications & Drawings	Job	XXXXXX			<input type="checkbox"/> Mgmt Level III** <input type="checkbox"/> Other (list)	
	d. Modifications	Job	XXXXXX				
	e. Working with Contractors	Job	XXXXXX				
Vegetation	a. Seeding & Mulching	Job					
	b. Woody Plantings	Job					

\* Must have course(s) indicated to receive proficiency level 4.  
 \*\* Must have course(s) indicated to receive proficiency level 5.

Prepared by: \_\_\_\_\_  
 State Conservation Engineer Date

Approved by: \_\_\_\_\_  
 Contracting Officer Date

(210-V-(NEM), Amend. WI 30, April 2002

WI-512.22 (5)

POINTS FOR JOBS TO DEVELOP  
 THE MINIMUM PROFICIENCY LEVEL

PROFICIENCY LEVELS:	EXPERIENCE Total Points
1 = Aware	0
2 = Understand	2
3 = Performs with Supervision	5
4 = Apply Independently	10
5 = Proficient	15

FORMAL NRCS TRAINING	TOTAL HOURS
Soil Mechanics - 1	22
Construction Inspection	65
Concrete	32
Construction Administration	32
Management Level II	32

INSPECTOR EVALUATION WORKSHEET  
LIST OF EXPERIENCE AND TRAINING

Name: \_\_\_\_\_

Date: \_\_\_\_\_

CHECK TRAINING COURSES RECIEVED

Soil Mechanics 1

Other – List

Construction Inspection

Concrete

Contract Administration

Management Level II

PROJECT OR WATERSHED-SITE NO.	NUMBER OF JOBS						FORMAL TRAINING
	Bench Levels		Horizontal Control		Layout		Describe/Hours
SURVEYS	Line & Angle						
	Assist	Resp.	Assist	Resp.	Assist	Resp.	
<b>Total</b>							
EARTHFILL	Compaction						Describe/Hours
	Class A		Class C				
	Assist	Inspector	Assist	Inspector			
<b>Total</b>							

INSPECTOR EVALUATION WORKSHEET  
 LIST OF EXPERIENCE AND TRAINING

PROJECT OR WATERSHED-SITE NO.	NUMBER OF JOBS				FORMAL TRAINING
EXCAVATION	Cutoff Trench		Rock		Describe/Hours
	Assist	Inspector	Assist	Inspector	
	<b>Total</b>				
PRINCIPAL SPILLWAY CONDUIT PLACEMENT	Corrugated Steel		Concrete		Describe/Hours
	Assist	Inspector	Assist	Inspector	
	<b>Total</b>				

INSPECTOR EVALUATION WORKSHEET  
 LIST OF EXPERIENCE AND TRAINING

PROJECT OR WATERSHED-SITE NO.	NUMBER OF JOBS		FORMAL TRAINING
	Sampling & Checking	Placement	Describe/Hours
<b>Total</b>			

PROJECT OR WATERSHED-SITE NO.	NUMBER OF TESTS						FORMAL TRAINING
	Testing			Placement Inspection			Describe/Hours
	Air	Slump	Cylinder Prep.	Forms	Steel	Concrete	
<b>Total</b>							

INSPECTOR EVALUATION WORKSHEET  
 LIST OF EXPERIENCE AND TRAINING

PROJECT OR WATERSHED-SITE NO.	NUMBER OF JOBS			FORMAL TRAINING	
CONTRACT ADMINISTRATION	Interpretation Specs & Drawings	Job Diaries	Working With Contractors	Describe/Hours	
	<b>Total</b>				
VEGETATION	Seeding & Mulching		Woody Plantings		Describe/Hours
	Assist	Inspector	Assist	Inspector	
	<b>Total</b>				

**INSPECTOR EVALUATION SUMMARY**

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Grade: \_\_\_\_\_ Date: \_\_\_\_\_

Item	CONSTRUCTION Activity	EXPERIENCE				FORMAL TRAINING	PROFICIENCY LEVEL
		Units	Assisted Point Factor(1)	Responsible Inspector Point Factor (2)	Total Points		
Construction Surveys for Design and Construction	a. Bench Level	Job					
	b. Horizontal Control – Straight Line & Angle	Job					
	c. Layout Staking	Job					
Earthfill Placement	a. Compaction – Class A	Str.				Const Inspec.* SM-1** Other (list on back)	
	b. Compaction – Class C	Str.					
Excavation	a. Cutoff Trench, etc.	Str.					
	b. Rock	Str.					
Principal Spillway Conduit	a. Corrugated Steel-Placement	Str.					
	b. Concrete - Placement	Str.					
Aggregates – Drain Fill or Riprap, Geotextile	a. Sampling & Checking	Str.	XXXXX				
	b. Placement	Str.	XXXXX				
Concrete	a. Air, Slump, & Cylinder Prep.	Str.	XXXXX			Const Inspec.* Concrete ** Other (list)	
	b. Forming & Steel Placement	Str.	XXXXX				
	c. Concrete Placement	Str.	XXXXX				
Contract Administration	a. Interpretation – Specifications & Drawings	Job	XXXXX			Const Inspec.* Concrete** Other (list)	
	b. Job Diaries	Job	XXXXX				
	c. Working with Contractors	Job	XXXXX			Mgmt Level II Other (list)	
Vegetation	a. Seeding & Mulching	Job					
	b. Woody Plantings	Job					

\* Must have course(s) indicated to receive proficiency level 4.

\*\* Must have course(s) indicated to receive proficiency level 5.

Prepared by: \_\_\_\_\_ Date \_\_\_\_\_ Approved by: \_\_\_\_\_ Date \_\_\_\_\_  
Contracting Officer's Representative State Conservation Engineer

210-V-(NEM), Amend. WI 30, April 2002

WI-512.22 (11)

POINTS FOR JOBS TO DEVELOP  
THE MINIMUM PROFICIENCY LEVEL

EXPERIENCE	
PROFICIENCY LEVELS:	Total points
1 = Aware	0
2 = Understand	2
3 = Performs with Supervision	5
4 = Apply Independently	10
5 = Proficient	15

FORMAL NRCS TRAINING	TOTAL HOURS
Soil Mechanics - 1	22
Construction Inspection	65
Concrete	32
Construction Administration	32
Management Level II	32

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(210-V-(NEM), Amend. WI 30, April 2002)

**INSPECTION PLAN**

Project or Watershed \_\_\_\_\_

Site No. \_\_\_\_\_

Prepared By: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Technical Approval (Signature)

(Engineering – SCE; Administration – SAO;

Agronomy – SRC)

Date: \_\_\_\_\_

ITEMS OF WORK	INSPECTOR REQUIREMENTS			GOVERNMENT REPRESENTATIVE OR CONTRACTING OFFICERS REPRESENTATIVE REQUIREMENTS	
	Activity	Inspection P = Periodic C = Continuous	Required Proficiency Level	Activity	Required Proficiency Level
Construction Surveys for Design and Construction	a. Bench Level			a. Layout Staking	
	b. Horizontal Control - Straight Line & Angle			b. Quantity Surveys	
	c. Layout Staking			c. Design & Geologic Surveys	
Earthfill Placement	a. Compaction – Class A			a. Compaction – Class A	
	b. Compaction – Class C			b. Compaction – Class C	
Excavation	a. Cutoff Trench, Etc.			a. Common	
	b. Rock			b. Rock	
Principal Spillway Conduit	a. Corrugated Steel – Placement			a. Corrugated Steel – Placement	
	b. Concrete - Placement			b. Concrete - Placement	
Aggregates – Drain Fill or Riprap, Geotextile	a. Sampling & Checking			a. Quality	
	b. Placement			b. Gradation	
Concrete	a. Air, Slump, & Cylinder Prep.			a. Design Mix	
	b. Forming & Steel Placement			b. Forming & Steel Placement	
	c. Concrete Placement			c. Concrete Placement	
Contract Administration	a. Interpretation Specifications & Drawings			a. Interpretation Specifications & Drawings	
	b. Job Diaries			b. Safety Program	
	c. Working with Contractors			c. Job Diaries	
				d. Modifications	
			e. Working with Contractors		
Vegetation	a. Seeding & Mulching			a. Seeding & Mulching	
	b. Woody Plantings			b. Woody Plantings	

(210-V-(NEM), Amend. WI 30, April 2002)

WI-512-22 (13)

**EQUIPMENT**

**Check Needs**

- Moisture-Density Testing Equipment  
 Volumetric, Oven, Scales, Proctor Mold, and Hammer
- Gradation Testing Equipment  
 Sieves and Shaker
- Concrete  
 Slump Cone and Base, Air Meter, Wheelbarrow, Cylinder Molds, and Thermometer
- Survey  
 Total Station, Level, Transit, Chain, Tape, Rods, Marking Flags, and Stakes
- Other

**TIMING OF STAFF NEEDS**

Expected Starting Date \_\_\_\_\_  
 Contract Days \_\_\_\_\_  
 Anticipated Completion Date \_\_\_\_\_

**ESTIMATED STAFFING HOURS**

Contracting Officers or  
 Government Representative = \_\_\_\_\_ %\* x \_\_\_\_\_ Workdays x \_\_\_\_\_ Hrs/Day = \_\_\_\_\_ Hours  
 Inspector = \_\_\_\_\_ %\* x \_\_\_\_\_ Workdays x \_\_\_\_\_ Hrs/Day = \_\_\_\_\_ Hours

\*Percent is time on contract.

The timing of the inspection will be based on the contractor's construction schedule and type of inspection needed.

**STATEMENT OF AVAILABILITY**

\_\_\_\_\_ Watershed, Site \_\_\_\_\_, is planned to be constructed between \_\_\_\_\_ and \_\_\_\_\_. Personnel required to perform the on-site inspection and contract administration are listed below. The signature of the supervisor indicates concurrence in the appointment and availability of the personnel shown.

Inspection Personnel

Supervisor's Concurrence

\_\_\_\_\_  
 Construction Inspector

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Project Engineer/COTR/GR

\_\_\_\_\_  
 Date

Technical Approval: \_\_\_\_\_  
 State Conservation Engineer Date \_\_\_\_\_ Date \_\_\_\_\_

Approved: \_\_\_\_\_  
 Contracting Officer \_\_\_\_\_ Date \_\_\_\_\_