

Pre-Construction Conference Iowa NRCS

Project Name: _____ Date: _____
 Practice: _____
 County: _____

Attendees				
Party	Name	Phone Number	Best Time to Call	Signature
Landowner				
Contractor				
NRCS Representative				
Other (_____)				

Review	
Pre-Installation List	Discussed
Plans	
Specifications	
Review SOW for applicable Contractor Deliverables under Installation and Checkout	
One Call Requirements	
One Call Ticket Number (Required) # _____	
Roles & Responsibilities (<i>Responsibilities for Conservation System Construction Projects</i> brochure may be provided) Roles and Responsibilities Guide	
Permits required? Yes No Permits Obtained? circle one (Yes No NA)	
Land rights required? Yes No Land rights obtained? circle one (Yes No NA)	
Cultural Resources Requirements	
Clearing and Grubbing	
Other Contractors? _____ (name)	
Earthfill Placement (foundation, moisture, compaction, topsoil)	
Conduit Installation and Backfill (bedding and compaction requirements)	
Structure Installation	
Seeding	
Location of benchmarks, hubs, and other reference points	
Work Schedules	
Planned start date for construction	

Stake Out:		
Who:	NRCS:	Contractor:
When:		
What:		

Check Out:		
Who:	NRCS:	Contractor*:
When:		

* In the case of Contractor Check Out, Contractor shall provide complete checkout notes