



Wessex Archaeology

Salisbury Office: Portway House, Old Sarum Park, Salisbury, Wiltshire SP4 6EB
Tel: 01722 326867 Fax: 01722 337562

OUR REF: CB/SM/06.11/T14998.01

29 June 2011

Bev Cornish
Downton Parish Clerk
Downton Parish Council
West View
Slab Lane
Downton
Salisbury
Wiltshire
SP5 3PS

By e-mail bev.cornish@tiscali.co.uk

Dear Bev

RE: Moot Lane Recreation Ground, Downton: Archaeological Watching Brief

Further to our earlier telephone conversation and your conversation with my colleague Richard Greatorex inviting Wessex Archaeology to provide a quotation for the archaeological watching brief at the above site, I am pleased to submit the enclosed fee quotations and rates, including:

- Preparation of a Method Statement and Risk Assessment
- A team of one archaeologist and survey hire to carry out a watching brief during the works
- Basic finds processing, assessment and submission of an illustrated report on the results of the watching brief.
- Contingency rates for various items including consultancy should assistance with completion of the SMC or liaison with EH be required.

We can confirm we have staff available from mid July 2011 onwards. If commissioned, we would be grateful for a written instruction and a minimum of one weeks notice in order to designate resources.

I trust this provides you with the information you require, however please do not hesitate to contact me if you have any queries. I look forward to hearing from you in due course.

Yours sincerely

CAROLINE BUDD MifA
Project Manager: Salisbury Regional Office
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Encl.



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Moot Lane Recreation Ground, Downton

Archaeological Watching Brief

Wessex Archaeology

Cost proposal T14998.01

Item	Description	Cost
Watching Brief (assumes 3 day attendance)		
1	Preparation of RA/ Method Statement	£250
2	Archaeologist (3 days @ £175 per day)	£525
3	Project Management (0.5 hours per day) (3 days @ £25 per day)	£75
4	Transport (3 days @ £50 per day)	£150
5	Survey hire (3 days @ £50 per day)	£150
	Sub-Total	£1,150
Watching Brief Report		
6	Basic finds processing, assessment and submission of an illustrated watching brief report to LPA Estimated as 20% of field costs, with a minimum of £800	Min £800
7	Preparation and deposition of archive (dependent upon quantity of material recovered)	Min £100
Contingency		
8	Additional archaeological staff, <u>if required</u> . Project Officer Site Assistant Specialist attendance	£205/day £125/day £245/day
9	Additional transport, <u>if required</u>	£57/day
10	Project Manager: consultancy and/or attendance at meetings, <u>if required</u> , inclusive of transport costs	£65/hr

This quotation has been prepared on the following basis;

Item 1 Provides for the preparation of a standard WA Method Statement (including a single A4 figure and WA Risk Assessment and to carry out in-house staff project briefing.

Items 2 to 5 Three day rate for one archaeologist, inclusive of staff and transport, to carry out the watching brief. Costs are based on 7.4 hour working day (excluding 1 hours travelling per day), Monday to Friday. Overtime rates will apply for hours above and beyond those stated.

Assumes that the on-site Health and Safety induction will be carried out during normal working hours (as stated above) and on the first day of site attendance.



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Costs of all items as stated above assume that free access to site and welfare (toilets) will be available on-site. Temporary welfare can be arranged, if required, at an additional cost of £100 per two week minimum hire.

Item 6: Estimated basic assessment of archaeological material and production of a formal illustrated watching brief report. Assumes a low level of archaeological potential within the watching brief area.

Item 7: Estimated cost for deposition of the archive from the WB

Items 8-10: In the event that significant archaeological remains or human burials were found requiring liaison with LPA regarding an appropriate level of additional mitigation and post-excavation work, rates are for additional contingency costs for consultancy and additional staff/specialists if required.

In the event that significant archaeological remains and large quantities of archaeological material are found, requiring radiocarbon dating or significant environmental/artefact specialist assessment and subsequent analysis and publication, likely costs will be estimated and submitted to the client for approval, in advance of any post-excavation works.

Costs assume:

- Works to be undertaken are in line with the WA Method Statement.
- Assumes that work will be undertaken in conjunction with existing sub-contractors, who will take the role of Principal Contractor.
- Whilst every effort will be made to co-ordinate site attendance with the Client's ground worker, charges will be made in the event site visits are aborted by the Client or their ground worker with insufficient notice
- Free access for staff and plant is granted/available to the site
- Assumes site are secure and areas will not require fencing
- Assumes that the site is not contaminated and there is no requirement for remediation or specialist handling of soils in respect of contaminated materials.
- The presence of above/below ground services will not unduly affect working methodology
- Adverse weather conditions will not cause undue delay or affect the working methodology, otherwise additional costs would be incurred
- Assumes preparation of report for submission to the client within four weeks of completion of the field work, unless otherwise arrange with the LPA.
- Assumes that no specialist PPE other than the standard issue WA hard hat, sleeveless hi-vis vest, steel mid-sole and toe-capped boots, goggles and gloves will be required. Should further specialist PPE be required then further charges will be incurred at cost +10%.

All costs are exclusive of VAT which will be charged at the prevailing rate

All costs are valid for 90 days

All work will be carried out according to our standard terms and conditions (attached)

Wessex Archaeology 29/06/2011

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