



Red River Archaeology

75-81 New Street
Cheltenham
Gloucestershire

Archaeological Watching Brief

Fee Proposal – 20th September 2023 (our ref RR01060_rev01)

Item	Description	Cost (ex VAT)
Archaeological Watching Brief		
1.	Written Scheme of Investigation and RAMS (Risk Assessed Method Statement);	£ 400.00 (sum)
2.	Archaeological Watching Brief <i>Site attendance</i> 1 x Archaeologist Mon-Fri including travel Full day: 7.5 hours (charged for all attendance over 4 hours per day; less than 4 hours attendance charged at £ 200 per day)	£ 395.00 (rate)
3.	Reporting and archiving	£ 1,250.00 (sum)

THE ABOVE QUOTATION ASSUMES THE FOLLOWING:

- Red River Archaeology (RRA) Ltd will not commence work until a written order or signed agreement with, if appropriate, a purchase order number is received from the client.
- This quotation assumes that human remains are not removed from the site after excavation and require no detailed analysis.
- Welfare facilities will be supplied by the client or their contractor.
- Any stand-down due to factors beyond RRA's direct control may accrue charges
- All work will be undertaken over a standard 7.5 hour day, Monday to Friday.
- Any shoring or trench support will be designed and installed by a competent person on behalf of the main contractor .

- If archaeological remains are encountered which cannot be dealt with by the resources of the individual archaeologist on site, or additional mitigation measures and recording are required, additional costs for labour and reporting may accrue. These will be identified and agreed with the client in advance of committing resources. The above costs for reporting do not include for the processing or analysis of large quantities of environmental data or finds recovered during the watching brief.
- The survey and layout drawings created by the architect will be provided to RRA in editable AutoCAD format for annotation.
- This quotation does not include for scientific dating such as radiocarbon or OSL dating.
- This quotation assumes provision of digital mapping for the site in .DXF or .DWG format, prior to the commencement of the project

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

All costs are valid for 30 days

All work will be subject to standard terms and conditions

Mark Collard

Managing Director 20/09/2023



Red River Archaeology

Terms and Conditions

1. Red River Archaeology Ltd will carry out the archaeological watching brief as specified in the proposal. This proposal is valid for 90 days.
2. Day rates are charged on a 7.5 hour day (8am – 4:00pm), and includes for reasonable site based expenses. Travel and accommodation (if required) will be charged separately. Additional time will be charged at standard overtime rates (time and a half Monday to Saturday, double time Sunday and Public Holidays). Shift work will require further negotiations.
3. Standing time is deemed to occur if the crew is prevented from working on site due to circumstances outside of their control. Standing time will be charged as standard day rates.
4. Full and final payment is required prior to the release of the report and enclosures. A report will be delivered in PDF format to the client after completion of the fieldwork and within the timeframe specified in the proposal. One client edit of the report is permitted
5. Red River Archaeology Ltd will carry out all field and office-based work with due care and attention to the health, safety and welfare of its employees and contractors. In addition, the highest archaeological standard will be maintained throughout the investigation and the results will be delivered in a professional and timely manner.
6. The project reports and enclosures remain the property of Red River Archaeology Ltd until full and final payment has been received from the specified client. Upon receipt of full payment, the project reports and enclosures become the sole property of the client.
7. The client will ensure that the correct invoicing details, including the company name, company address, contact name, contact numbers and any PO numbers are provided to Red River Archaeology Ltd prior to mobilisation of the crew.
8. The client will ensure that all invoices are paid promptly or interest will be accrued for late payment. If payment is delayed further legal proceedings will be initiated in accordance with *Late Payment in Commercial Transactions Regulations 2002*.
9. If the payee is a third party the client will become guarantor of any outstanding undisputed invoices that the third party does not pay.
10. In the event the third party becomes insolvent or unable to pay the client will become liable for the entire payment outstanding to Red River Archaeology Ltd.
11. If the client or payee wish to dispute an invoice, notification of the dispute must be made to Red River Archaeology Ltd in writing, (email is acceptable) no later than three working days after receipt of the specific invoice. Red River Archaeology Ltd and the client or third part will agree to meet to try to resolve the issue. In the event that a resolution is not forthcoming within a reasonable time frame either party may refer the dispute to a mutually acceptable conciliator or arbiter.