

20 May 2026

Our Ref: E26987

PFA Consulting Ltd
Stratton Park House
Wanborough Road
Swindon
SN3 4HG

For the attention of Emma Congdon

Dear Emma,

Budget Estimate for Groundwater Monitoring - West Durrington Community building, Worthing, East Sussex, BN13 3NN

We refer to your email and attachments dated 13th of May 2026 regarding the winter groundwater monitoring at the above site. We understand the proposed development is a new community building. We thank you for inviting us to price for this work, and we enclose our budget estimate for your consideration.

With reference to your specification, we have allowed for the following scope of works at the site:

- 1 No. day to undertake continuous tube/windowless sampler boreholes up to 5m depth or until refusal/collapse, using a tracked rig.
- 2 No. groundwater monitoring standpipe installations up to 5m depth
- 8 No. groundwater monitoring visits
- Presentation of factual logs and groundwater monitoring results

We have allowed for an investigation using a windowless sampler rig, although deeper boreholes, using alternative drilling techniques, may be required if groundwater is not encountered up to 5m/it may be key to design. If dense soils, significant obstructions, or rock-quality deposits are encountered, or if excavations become unstable or prone to collapse, excavations may terminate short of their intended depths.

It is understood that these works are proposed to take place after an infiltration assessment of this site. A budget estimate for the infiltration assessment at this site can be referenced under E26985. It should be noted that a reduction in price can be made available if the works are scheduled on the same day as the proposed works detailed in the previous budget (E26985).

At this stage, we have not visited the site, and our budget estimate assumes that firm, level, drive-on access will be available for the plant, along with free on-site parking for support vehicles and welfare facilities. Our website <https://listersgeotechnics.co.uk/site-equipment/> provides the typical working areas required for a range of investigation plant, along with approximate plant dimensions.

We have allowed for reinstatement of the excavations by simply backfilling with the excavated soil and mounding any excess on top. It should be noted that we have not allowed for reinstatement of the surfacing to its original condition and some residual soil and/or drilling slurry may remain adjacent to the test locations.

Where standpipe installations are proposed a steel stop tap cover will be cemented flush with the existing ground. We have provided a cost for 8 No. groundwater monitoring visits, should this require amending, the price can be adjusted accordingly. It is understood that the visits are required to take place between early November and April.

In soft ground areas, some surface rutting may occur, particularly during wetter months. Reinstatement of surfacing is not included, but additional costs can be provided for track mats if rutting control, or improved plant access is required. We have included rates for fencing or barriers to cordon off the location of the works if the site remains accessible to others during field works.

Regional UXO maps suggest the site may be at risk of unexploded ordnance. To ensure the safety of field personnel, the previous investigation at the site required a Preliminary UXO Risk Assessment early in the design. If this indicated more than a low risk, a specialist Explosive Ordnance Supervisor (EOS) to attend fieldwork is required. Our rates for an EOS to attend fieldwork are provided.

Our budget assumes all necessary licences, permits, and site clearances will be obtained by the client prior to fieldworks. Copies of our risk assessments and method statements can be provided if required. Please advise us of any site conditions that may affect staff health and safety before work commences.

Currently, our fieldwork can commence within a week or so of receipt of your official authorisation to proceed, although it is understood that these works may be completed at the beginning of the winter season as to collect winter groundwater level results. Subsequent groundwater monitoring visits will be conducted between early November and April, and scheduled according to client instructions.

within a week of completion of all groundwater monitoring visits, the logs and results will be presented in a factual format. Preliminary information could be made available sooner if required.

To instruct these works please complete and return the attached budget acceptance form.

We trust this information is satisfactory to you. In the event of any queries please contact us.

Yours sincerely,

Mia Park

**Graduate Geotechnical Engineer
LISTERSGEO**

BUDGET ESTIMATE FOR A GROUNDWATER MONITORING- WEST DURRINGTON COMMUNITY BUILDING, WORTHING, EAST SUSSEX, BN13 3NN

Item	Description	Quantity	Unit	Rate	Cost
A1	Attend site and set out test locations and general site work	1	Day	575.00	575.00
A2	Undertake borehole standpipe groundwater monitoring	8	Visit	175.00	1,400.00
A3	Presentation of logs and groundwater monitoring records		Sum	450.00	450.00
B Disbursements					
B1	Travel expenses during the field work	1	Visit	120.00	120.00
B2	Provision of underground service drawings, if available, and any required permits, including those for drilling near assets, railway land, highways, waterways, or for archaeological or ecological permissions				(to be provided by client)
B3	Site Specific Health and Safety Regulatory Compliance (Risk Assessments and Method Statements)		Sum	75.00	75.00
C Contractors' Charges					
C1	Put down up to 4No. External boreholes up to 5m depth, using a continuous tube/windowless sampler	1	Day	950.00	950.00
C2	Provide and install groundwater monitoring point in a borehole up to 5m depth	2	Each	275.00	550.00
C3	Reinstatement of test locations by simple backfilling, with surplus spoil mounded over the test locations (removal of surplus soil or reinstatement of surfacing not allowed for)		Sum		Included
C4	Mobilisation of Explosive Ordnance Supervisor (EOS) during the fieldwork		Day	150.00	Rate only
C5	Attendance of Explosive Ordnance Supervisor (EOS) during the fieldwork		Day	575.00	Rate only
C6	Hire of protective barriers		Item	150.00	Rate only
LISTERS E26987		Total for Budget Estimate (net)			£4,120.00

TERMS OF APPOINTMENT

1. The terms of appointment apply to all our services and any variation to these terms and any representations about the services shall have no effect unless expressly agreed in writing and signed by a Director. These conditions shall apply in place of, and prevail over, any terms and conditions contained or referred to in the clients order, or in correspondence, or any other terms or conditions elsewhere or implied by trade custom, practice or course of dealing unless specifically agreed to in writing by Listers Geotechnical Consultants Ltd and any purported provisions to the contrary are hereby excluded or extinguished. Without prejudice to the foregoing generality any general conditions of order submitted by or on behalf of the client shall if inconsistent with these conditions be deemed to have been rejected by Listers Geotechnical Consultants Ltd.
2. This Budget Estimate is subject to re-measurement upon completion in accordance with our own standard rates and those applicable to our accredited sub-contractors. All rates quoted are exclusive of VAT.
3. Additional charges that become necessary and are incurred during the course of the investigation would be detailed in the final invoice and forwarded to the client or the client's agent. An additional fee would be applicable to cover the cost of the arrangement, insurance and payment of any additional contractors' charges unless paid for directly by the client.
4. All works deemed to be undertaken under the terms of the ICE Conditions of Contract for Ground Investigation (2003), in accord with current best practice. This includes the issue of interim invoices throughout stages of the project.
5. Intrusive ground investigation works are regarded as construction related activities and on larger projects our work may fall under the scope of the CDM Regulations 2015. These regulations make the client accountable for the impact that their decisions and approach will have on the health, safety and welfare of personnel involved with the ground investigation and the client must be satisfied that all suitable arrangements are in place.
6. This budget estimate does not allow for any ecological or environmental survey of a site including investigation for the presence of pernicious weeds such as Japanese Knotweed, general flora or fauna, asbestos and flood risk assessment.
7. Unless allowed for in the budget estimate, disposal of waste/spoil is based on inert waste only and we may charge to test and dispose of other types of waste/impacted soils.
8. The Copyright to our reports remains vested with Listers Geotechnical Consultants Ltd. The client shall not assign/re-assign or otherwise transfer any obligation or benefit under this Agreement without the prior written consent of Listers Geotechnical Consultants Ltd. Unless previously agreed in writing, the provision of Collateral Warranties or Letters of Reliance shall be provided at our entire discretion, and we may make a charge.
9. Our reports are confidential to our clients and Listers Geotechnical Consultants Ltd. accepts no responsibilities to third parties to whom our report, or any part thereof, is made known, without formal agreement beforehand.
10. Listers Geotechnical Consultants Ltd. financial liability under the terms of these conditions is limited to losses only incurred in the aggregate to the value of the Professional Indemnity insurance available to the company at economically reasonable rates and on commercially reasonable terms, or ten times the total professional fee due to Listers Geotechnical Consultants Ltd. in preparation of the report, whichever is the lesser.
11. The client will look only to Listers Geotechnical Consultants Ltd., the company, (and not to any individual engaged by Listers Geotechnical Consultants Ltd. [including any directors or individuals within Listers Geotechnical Consultants Ltd.]) for redress if the client considers that there has been any breach of this Appointment. The client agrees not to pursue any claims in contract, tort or for breach of statutory duty (including negligence) against any individuals working for, or who previously worked for, Listers Geotechnical Consultants Ltd. in carrying out its obligation under the terms of this Appointment at any time, whether named expressly in the Appointment or not. The client acknowledges that such individuals are entitled to enforce this term of the Appointment pursuant to the Contracts (Rights of Third Parties) Act 1999.
12. Listers Geotechnical Consultants Ltd. shall have no liability whatsoever for any loss of profit, loss of use, loss of opportunity, or in connection with pollution, or any indirect or consequential loss arising under or in connection with the agreement.
13. No action proceedings under or in respect of this agreement, whether in contract, in tort, in negligence, for breach of statutory duty or otherwise shall be commenced against Listers Geotechnical Consultants Ltd. after the expiry of six years from the date of completion of our report, or the termination of the services, if earlier, unless expressly agreed in writing.
14. Listers Geotechnical Consultants Ltd. shall carry out the services with reasonable skill, care and diligence. Notwithstanding any responsibilities and obligations which the client may have under any other contract, nothing in this agreement or in any proposal, report or other document is to be construed as a warranty, guarantee or imply any higher or absolute standard of performance, other than to use reasonable skill, care and diligence.
15. Payment of outstanding invoices is expected within thirty (30) days of submission. We will exercise our statutory rights to claim interest and compensation for debt recovery costs under the terms of the late payment legislation if payments are unreasonably delayed. We require notification of any disagreements of our invoice within five (5) working days of issue. Where any amount owed to us remains outstanding more than thirty (30) days from the issue of the relevant invoice, we may, at our discretion, retract reliance on our reports and professional opinions, until the account is settled.
16. Reliance on the report, once all fees are paid, is only offered in the first instance to the client named on the cover of in the introduction. Further letters of reliance may be issued at the discretion of Listers Geotechnical Consultants Ltd and we may look to charge for such letters of reliance.

17. The client shall pay the fees in full without any deduction by the way of set off, counterclaim, discount, abatement, retention or otherwise. Any delay in payment of fees may result in a delay to the flow of information on projects. We reserve the right to issue interim invoices and not to move onto a subsequent stage of a project where fees for previous work stages are outstanding
18. In the event that our budget estimate is accepted, and you are acting as the employer's agent, we will need the full name and address of the employer responsible for payment of our invoice, together with a copy of the letter or order from the employer authorising the work to proceed.
19. In the absence of such evidence, we will assume that the agent has arranged to take responsibility for settlement of our invoice on behalf of the employer. Final copies of our reports maybe withheld at our discretion until payment is received.
20. Draft reports may be withheld if accounts are outstanding and this applies to all outstanding accounts for the Client, not just the current project. Final copies will be issued once outstanding accounts have been settled. Please note that we will normally undertake credit checking procedures on all new clients. At our discretion, first time clients, those with a poor credit score, or without a proven credit history, may be required to settle their accounts prior to issue of any test results, or reports.
21. Any ground investigation that assesses soil or groundwater contamination may raise further technical issues with the regulators, once the report is issued to them. These would only be able to be addressed at a later date once they have read the report, and could incur some additional costs, if the regulators required additional assessment to be undertaken.
22. It should be noted that the information provided in any desk study is obtained from independent third-party sources. It is provided in good faith, but no guarantee can be provided as to its accuracy. The desk study information is not necessarily exhaustive and further information relevant to the site may be available from other sources. The client should make independent enquiries on information provided in the desk study that may impact on any aspect of a development.
23. Listers Geotechnical Consultants Ltd. will not be liable for any loss whatsoever arising directly or indirectly from any opinion given on the possible configuration of strata between exploratory positions and/or below the maximum depth of the investigation. Such opinions, where given, are for guidance only.
24. New information, improved practices and changes in legislation may necessitate re-interpretation of the report after the date of its original submission. Should the development commence after expiry of one year from publication of this report, then we recommend this report is referred to us for reassessment. Listers Geotechnical Consultants Ltd. shall have the right to make any changes to the services which are necessary to comply with any applicable law or safety requirement.
25. Listers Geotechnical Consultants Ltd. and their specialist contractors will take all reasonable precautions to avoid damage to services and property located on a site including scanning test locations with a CAT Scanner MK2 without data logging capabilities. The client shall provide details of any property, including underground services, obstructions or infrastructure, that may be relevant to, or hinder, the supply of services. As documents can be inaccurate and misleading, no responsibility can be held for any damage, or the consequences of any damage caused/consequential losses, to property or services such as cables, pipes, tunnels, basements etc.
26. The client shall obtain all necessary licenses, rights, approvals, sanctions, authorities, wayleaves and easements, as may be required for the performing of the services at the site, including all necessary access from the public highway and shall give all necessary notices. Our budget is based on works being undertaken during normal working hours Monday to Friday 8am to 5pm unless previously agreed and staff may be able to obtain a basic DBS check however an enhanced DBS check is not available or applicable to us and hence cannot be provided.
27. If Listers Geotechnical Consultants Ltd.'s performance of its obligations and services under this agreement is prevented or delayed by an act, omission or failure by the client, or any person for whom the client is responsible, then the costs or losses sustained or incurred shall be borne by the client.
28. The client must notify Listers Geotechnical Consultants Ltd. of any known, or suspected toxic or hazardous substances, constituents and site conditions, which present a potential danger to human health, safety or the environment, or that may affect our services. The client shall indemnify and hold harmless Listers Geotechnical Consultants Ltd. for any persons alleging personal injury, death, or damage to property as a result of exposure to, or release of, any such dangers, as a result of a lack of that information, except to the extent of our negligence.
29. Listers Geotechnical Consultants Ltd. cannot be held responsible for any issues arising that may impact on the professional opinions we provide, where the client, or clients representatives, have withheld pertinent information.
30. The company and their subcontractors will carry a minimum of £1 million Public Liability cover in respect of loss or damage to property or injury to persons arising out of work conducted on site.
31. In respect of GDPR, Listers Geotechnical Consultants Ltd. requires your basic personal data to provide the services described within our contractual agreement and to provide you with marketing. We will not collect any personal data from you that we do not need to provide these services. If you have any questions relating to this Privacy Notice, please contact us.
32. Nothing in the Agreement will exclude or limit the liability of either party for: (a) death or personal injury caused by that party's negligence; (b) fraud or fraudulent misrepresentation on the part of that party; or (c) any other liability which may not be excluded or limited under applicable law.
33. If a Clause of the Agreement is determined by any court or other competent authority to be unlawful and/or unenforceable, the other Clauses of the Agreement will continue in effect. If any unlawful and/or unenforceable Clause would be lawful or enforceable if part of it were deleted, that part will be deemed to be deleted, and the rest of the Clause will continue in effect (unless that would contradict the clear intention of the parties, in which case the entirety of the relevant Clause will be deemed to be deleted).
34. It should be noted that site works may leave areas of soft, mounded, uneven, disturbed or sunken ground. Such ground may pose a risk to livestock. Listers Geotechnical Consultants Ltd cannot be held responsible for any loss or injury to animals/livestock that are present within our site investigation areas either during the test period or that are reintroduced following the site works.

35. Listers Geotechnical Consultants Ltd reserve the right to use photographs and information pertaining to the site and our works on social media and in other marketing materials and presentations unless specifically instructed not to.

Listers Geotechnical May 2026