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Archaeological Consulting

A woman-owned business providing
archaeological consulting services to
government agencies and their
prime contractors in the New York
City Metro area since 1992.

NEWSLETTER

Issue 3 | Spring 2019

THE LATEST FROM LINDA

Happy Spring to All,
Now that the winter seems firmly behind us, lots of field projects are starting. Beginning with this newsletter, I'm starting a series about the archaeological process. Here I'll introduce you to the optimal project time line and how to incorporate archaeology with project planning at the proposal writing stage. Upcoming issues will tackle the same subject, but focus on how you move forward if you didn't start planning that early.
Enjoy your day,
Linda

WHAT YOU NEED TO KNOW

YOU'VE GOT TO HIRE AN ARCHAEOLOGIST, WHAT'S NEXT? *WHAT'S THE TIME LINE?*

I'll tell you in on a not so secret secret - There is no hard and fast time line. That's both a good thing and a bad thing for applicants and project managers. The good thing is that we get to define the time line ourselves, but the bad thing is it needs to be done early in the process. When a project has an archaeological requirement in the RFP, it is always, without exception, best to consider the time line during proposal preparation. That may be obvious, but not all proposers do this. I cannot stress the importance of early planning enough. With early planning, together, we create a schedule that's project specific and realistic. Just a little bit of time spent planning on the front end can alleviate an Excedrin moment in the field.

In planning and scheduling, there are a number of milestones in the archaeological process.

- Submission of an archaeological work plan (AWP)
 - The archaeologist needs to prepare an AWP for any project that is subject to agency review in New York. Depending on the size of your property, location of the project and availability of existing archaeological data, the amount of time to prepare an AWP can vary widely. Be sure to consult with your archaeologist for a realistic and project specific estimate.
- Agency review
 - Are you feeling lucky? No joke, agency reviews can really trip up some projects. Enough time for client and agency review of the AWP is essential. You should also consider what happens if the agency asks for revisions to the AWP before they sign off. Agencies will take approximately two weeks to get back to you on the AWP, depending on their workload. To be safe, I recommended allowing four weeks. Be sure to know if your client also needs review time prior to agency submission and factor that in. This is the time when you have to be patient. You can work on other tasks, but you cannot excavate in any parts of your project that are subject to review. For most, that means the entire project site.
- Pre-construction archaeology
 - If the AWP includes pre-construction work, that means the archaeologist has to finish her excavations, provide a field letter to the agencies and wait for their review again before your construction can begin. Pre-construction testing does add time on the front end, but it can be a time saver in the long run if your project has a relatively high archaeological potential. Taking care of potentially significant archaeological sites on your property before beginning construction is best in that case. If not and your project is temporarily halted by unearthing potentially significant resources during construction, that's not good for anyone.
- Construction excavation monitoring
 - If you have a monitoring component to your excavations, that means you need to schedule your archaeologist to be there during your site schedule. Unlike your own employees, your archaeologist is a consultant and should therefore be provided your schedule as soon as it's created so she can incorporate your project into her schedule. You should also discuss if and how having an archaeologist monitoring excavations would slow down your typical excavation pace. It's actually best to consult the archaeologist while you're creating the schedule. That way you will both be on the same page and on your way to smooth sailing through project completion - on schedule!

Next issue - Oops, I forgot. What happens if I didn't consult an archaeologist during preparation of my proposal?

UPCOMING EVENT

Uncovering the Lost Lives of Workers: The Archaeology of Labor

Wednesday May 8, 2019 - 6:30 - 8:30PM at the Museum of the City of New York, 1220 Fifth Ave.
Discover what archaeological research has revealed about the working and living conditions of NYC's laborers from the 18th through the 20th centuries. Co-sponsored by the Museum of the City of New York & Professional Archaeologists of New York City, Inc.
Register [here](#) and save using code ARCH at checkout. Tickets also include museum admission so be sure to check out the related exhibit "City of Workers, City of Struggle."



In the trenches.

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