

**PELHAM SCHOOL DISTRICT**  
**JULY 1, 2009 TO JUNE 30, 2011**  
**LANDSCAPING SPECIFICATIONS**

General Requirements and Other Information:

1. The Pelham School District is requesting information for a single turnkey period of (3) three years to begin July 1, 2009 through June 30, 2012. Vendors need to be specific in identifying the cost for each one year period throughout the three year period. The school district's operating calendar runs from July 1 to June 30<sup>th</sup> of each year.
2. The vendor shall supply all the necessary equipment and materials to perform the proper grounds keeping in all aspects of this contract.
3. The vendor shall include preliminary insurance certificate showing that worker's compensation, public liability, property damage, related licensing, is secured. The vendor shall require their subcontractor(s) similarly to provide like insurance letter for employees to be engaged in such work.
4. The vendor shall supply the Maintenance Director and the Business Administrator the MSDS sheets prior to fertilization of grounds.
5. All interested bidders will be invited to conduct a site walk of all areas prior to submitting their bid.
6. All bid proposals shall include a detailed listing of the vendors prior experience and at least (3) three references of related work. A minimum of 2 references shall be from commercial and or municipal contracts where vendor supervised the project.
7. Special attention must be given to play fields during the sporting season. The vendor shall ensure that all areas are mowed, trimmed, lined etc., to the specifications related to the sporting event. Proper notice of events will be given to the vendor.
8. A list of the vendor's equipment shall be furnished with the bid proposal.

The evaluation process will include each bid being reviewed by the Business Administrator and by the Maintenance Director. The final recommendations will be submitted to the Pelham School Board for their approval.

The Pelham School Board reserves the right to reject any and all bids, either in whole or in part; to waive any defects, informalities and/or irregularities in bid response; to accept substitutions or exceptions to these requirements; to negotiate with the successful vendor; and to otherwise act as shall be determined by the Pelham School Board to be in the best interest of the School District.

In any additional areas are to be added to the site list during the contract period, the Business Administrator and/or the Maintenance Director reserves the right to negotiate any additional charge with the contractor.

Vendors' bids will be evaluated against specifications as presented in this document. No award will be made to any vendor who cannot satisfy the Pelham School Board that they have sufficient ability and experience in this work and sufficient capital and plan to enable them to prosecute and complete delivery of the services successfully within the time frame defined herein. The Pelham School Board's decision or judgment on these matters shall be final, conclusive and binding.

**Pelham School District  
Landscaping Specifications  
July 1<sup>st</sup> 2009 to June 30<sup>th</sup>, 2012**

LOCATIONS: Pelham High School, Harris Field Complex, Pelham Memorial and Pelham Elementary School

Areas to be maintained—all grass areas surrounding schools, including sports fields, and planting beds.

**SPRING.**

- As soon as weather permits, but no later than April 1<sup>st</sup>.
- All trash, dead thatch, leaves; branches are to be removed from lawn areas and mulch beds.
- Sand from winter needs to be removed from grass areas. ( not to include parking lots)
- Repair lawns from snow plow damage including preparation, loam, and seed.
- Complete edging of all plant and mulch beds to establish contours.
- New hemlock mulch is to be brought in and flowers planted for impact.
- Infield of ball field to be edged and all bases installed. ( per AD specs)
- Fields shall be prepared for game play, including lining, and installation of nets or goals, and relined as needed, as well as infield stone dust raked weekly.
- Tennis courts will be clear of debris and blown clear, and debris removed. ( school to install nets)
- Irrigation to be started up as soon as weather permits.

## **Lawn Mowing and Maintenance.**

- Trash to be picked up and removed before lawn is cut.
- Grass is to be cut and not allowed to be greater than 3 inches, unless specified by the maintenance director or AD director.
- Walkways to be blown off and weed free.
- All areas around fence lines, walls, mulch beds, shrubbery, are to be weed whacked.
- Mulch beds are to be kept weed free.
- Trees (under 20ft) are to be pruned twice a season or as needed to maintain good health.
- Vendor shall provide on going site clean up, and remove all clippings from site.
- Any irrigation issues shall be brought to the attention of the maintenance director for resolution.

## **FALL:**

- Leaves and debris shall be removed from all lawn areas and play fields.
- Lining of fields and moving of goals shall continue till the end of the game season. (Per AD requirements).
- Irrigation shall be winterized for the winter.
- Fall plantings shall be done in mulch beds.

## **Note.**

All fields are multiple use and will require to be lined as such. Also field lining may require relining after rain or heavy use. Harris Field complex will need to have the jump pits raked and kept free of debris. This field will also need to be painted for games and practice.

## **Irrigation.**

- Vendor shall supply all necessary equipment to perform proper maintenance of all irrigation systems in place.
- Vendor will perform on going checks of sprinkler systems in all zones by running test cycles at least twice a month. Any issues will be brought to the attention of the maintenance director.
- All repairs to irrigation systems shall be done on a cost plus percentage basis for materials. The vendor shall supply the labor rate based on work required.

## **Fertilization.**

- Fertilization pricing shall be a separate line item quote with a cost per unit per application price.
- Vendor shall notify the school district 1 week prior to fertilization taking place.
- Vendor shall be licensed with the state of New Hampshire to apply pesticides and herbicides. MSDS sheets shall be provided on all products.
- All areas are to be fertilized. Vendors shall recommend a program for each property based on their findings, and use organic fertilizer when possible.
- Vendor will lime soil twice a year at discretion of school district.

## PRICING

### Associated Costs:

Year 2009-2010 Bid Price:\_\_\_\_\_.

Year 2010-2011 Bid Price:\_\_\_\_\_.

Year 2011-2012 Bid Price:\_\_\_\_\_.

### UNIT PRICES:

De- thatching— cost per sqft \_\_\_\_\_.

Over seeding\_\_ cost per sqft\_\_\_\_\_.

Sod repairs \_\_\_\_ cost per sqft\_\_\_\_\_.

Labor rate \_\_\_\_ cost per man\_\_\_\_\_.

Dump truck \_\_\_ cost per machine w/ operator\_\_\_\_\_.

Back hoe\_\_\_\_\_ cost per machine w/ operator\_\_\_\_\_.

Bobcat\_\_\_ cost per machine w/ operator\_\_\_\_\_.

