

**BOYDEN'S LANDSCAPING  
PO BOX 827  
PELHAM, NH 03076  
603-635-2911**

February 20, 2009

Mr. Brian Johnson  
Parks and Recreation Director  
Town of Pelham  
6 Village Green  
Pelham, NH 03076

Thank you for inviting me again to participate in the bid process for grounds keeping, maintenance, and fertilization program for the Town of Pelham, which includes all Town properties and recreational facilities.

As you know my staff and I pride ourselves in paying attention to detail. A basic value I believe is providing customer satisfaction and service greater than the industry standard. Optimizing available funds while providing the best service is fundamentally the right thing to do and we do it.

I had made significant investments in equipment (see attached) and human resources. My employees are seasoned veterans in the landscaping industry. This is what we do on a full time basis. These employees are dedicated resources to specific sites, which allow them to manage the property appropriately.

I am personally committed and responsible for the success of this company. My continued on-site direction and supervision allows personal attention to detail.

We provide full time office support to answer all calls and expedite all requests in a courteous professional manner.

In closing, my proposal not only has a dollar value, but most importantly a team of professionals willing to provide you with a service you'll be proud of.

Sincerely,

**Boyden's Landscaping**

*Charles C. Boyden*  
Charles C. Boyden

## **General comments and observations**

Seasonal flowers for impact i.e. 600 8" mums throughout town properties will be installed with 5/10/10 fertilizer, watered and cared for throughout the seasonal growing periods.

Over seeding rate of 4/5 lbs. per 1000 sf should be done at the time of fertilization to capture the effects of the fertilizer.

Low areas are noticeable, in the soccer fields at Muldoon Park. I recommend filling these sunken areas, seeding this spring before someone twists an ankle.

Newcomb Field is in tough shape. The field needs grading and topdressing with loam. The whole outfield should be re-seeded especially if field is to be used for play. Also viewing area around benches should be filled in since erosion is evident.

Poison Ivy/sumac evident along walls at entrance to Muldoon and walls at Veterans by tennis courts, behind buildings and other areas where children play. There are numerous sinkholes on playing field at Veterans, which theses low areas are dangerous. Recommend poison ivy/sumac spray and fill holes and seed in playing field.

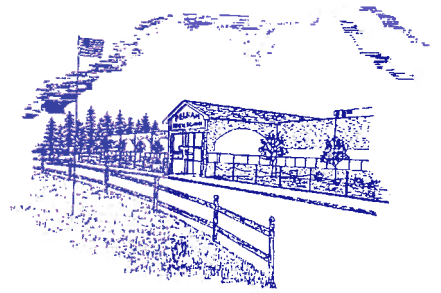
Fire station grounds lack curb appeal. Areas need to be re-loamed, seeded, and watered.

## References

1. Dr. Dorothy Mohr Ph.D., Principal  
Pelham High School  
603-635-2115
2. Scott Mueller  
Director of Facilities, Maintenance, and Safety  
Windham Baseball Softball League  
978-697-3739
3. Michael Hatem P.C.  
Attorney at Law  
Windham School Board  
603-890-6005
4. Allan Barlow  
Maintenance Department Supervisor  
Town of Windham  
603-234-4468
5. Cheryl Haas  
Recreation Coordinator  
Town of Windham  
603-965-1208
6. Jeff Couture  
Maintenance Director  
Windham School District  
603-425-1976

# Pelham High School

85 MARSH ROAD  
PELHAM, NEW HAMPSHIRE 03076-3159



Dorothy Mohr, Ph.D.  
*Principal*

Leland Brennan, Jr.  
*Assistant Principal*

The mission of Pelham High School is to educate students so that they may pursue life goals, participate fully as active citizens, and become socially responsible community members.

February 18, 2009

To Whom It May Concern:

As Principal of Pelham High School I have worked with Boyden's Landscaping and I once again have the pleasure of writing a letter in support of Boyden's Landscaping. During the end of the 2007-2008 school year Charlie Boyden and members of his crew turned their attention to the up-keep of the grounds at the high school. There were many issues that had to be corrected including an infestation on the football field and neglected weed and leaf build-up. Their attention and diligence to the details provided a safe playing surface for our athletes, and the grounds and general appearance of the property returned to a level of appearance that met our expectations.

Charlie and members of his team continued to provide a level of service that was marked by timeliness, sensitivity to the usage of the property, and a general concern for the appearance and long range investment of our landscaping dollars. These are not easy tasks to complete when weather and 700 high school students are present. Charlie maintained constant lines of communication with the Director of Maintenance, the Athletic Director, and me to insure that the needs of the high school program were met.

Boyden's Landscaping takes pride in their work. They not only work to please the customer, but they are willing to work with a customer to get the most from a limited landscaping budget.

It is from experience that I once again highly recommend the services of Boyden's Landscaping. They maintain open lines of communication, complete work in a timely fashion, and pay constant attention to the quality of their services.

Respectfully submitted,

Dorothy Mohr, Ph.D.  
Principal



## Letter of Reference

To Whom It May Concern,

I am writing this as a reference for Boyden Landscaping of Pelham, NH. I have had the privilege of working with Charlie Boyden for the last three years as the landscaper for Windham Baseball Softball League (WBSL). Over these seasons, Boyden was granted the standard field maintenance agreement from the Town of Windham. This consisted of mowing, trimming, spring cleaning, preparation for play, etc. In addition, Boyden was contracted by WBSL for numerous capital and upgrade projects. These consisted of:

- \*Major field upgrades at two softball fields (Sod; Fenway mix; Conditioner; Bases)
- \*Infield replacements at four town baseball fields (Fenway mix; Conditioner; Bases)
- \*Installation of two new Tee-Ball fields (Layout; Sod-cuts; Stone dust compaction)
- \*Pad preparation for three new sheds.
- \*Irrigation work as needed.
- \*Brush Clearing; Tree Removal.
- \*Consultation on field preparation and seasonal maintenance.

I have found Charlie to be very communicative and accessible. He is timely in his response, and the quality of his work is second to none. He is constantly aware of the conditions of our fields and facilities thru the feedback that he obtains thru his employees. On numerous occasions, Charlie will contact me to make me aware of an issue that may exist at our fields. His prioritization of safety is paramount, as his in-field employees will stop to fix a problem that they know might lead to an accident (i.e. a hole in a field; irrigation head that is a tripping hazard' etc.). In addition, he works around our demanding schedule and is willing to be open to the budgetary restrictions that we might have at a particular time.

I would highly recommend Boyden Landscaping for any/all activities that you might have. I can think of no other vendor that I have either professionally or personally who has exceeded my expectations and set the bar for others to follow.

Please do not hesitate to contact me for any further clarification: 978-697-3739

Scott A. Mueller

Director of Facilities, Maintenance, and Safety  
Windham Baseball Softball League.

**Law Office of Michael D. Hatem, P.C.**  
**ATTORNEYS AT LAW**

**Michael D. Hatem**  
**Bonnie J. Boulanger**

February 20, 2009

Town of Pelham, NH  
Town Administrator

RE: Charlie Boyden Landscaping

To Whom It May Concern:

I am a current member of the Windham School Board, and the past Vice President/Safety Officer of the Windham Baseball/Softball League. I am also a coach and parent of student athletes; therefore I have seen Boyden's work from all angles. I can unequivocally say they provide an exceptional service and great customer service.

Anytime I need Boyden to work on any field, he has responded promptly and professionally. As a parent, I have noticed a dramatic improvement in all of the fields in Windham since Boyden has taken over. I would highly recommend his services.

If you have any further questions, please feel free to call.

Sincerely,



Michael D. Hatem

MDH:nmc



# ***TOWN OF WINDHAM, NEW HAMPSHIRE***

**MAINTENANCE DEPARTMENT, ALLAN BARLOW, SUPERVISOR**

**POST OFFICE BOX 120, 3 NORTH LOWELL ROAD, WINDHAM NH 03087-0120**

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February 20, 2009

To Whom It May Concern:

I am very pleased to provide this letter of recommendation for Mr. Charles Boyden and his landscape business, Boyden's Landscaping of Pelham, New Hampshire. I met Charlie about six years ago and have worked with him for the past three years. Charlie has been a pleasure to work with and in my opinion has always gone above and beyond when it came to servicing our landscaping needs.

It has been a refreshing experience to work with an individual/firm that actually keeps commitments while maintaining a level of honesty and integrity that is often difficult to find in today's economy.

As an example of Charlie's work ethic, I recall a landscape project that Charlie was completing for me and as usual, Charlie completed a little more than what was required to finish the project. When I questioned Charlie as to why he had committed to additional work that appeared to me to be unnecessary for the project, Charlie's answer is classic Charlie. "Every project we do has my name on it and people remember who did the work. I want what they remember to be positive and that Boyden's Landscaping did the work."

Sincerely,



# *TOWN OF WINDHAM, NEW HAMPSHIRE*

**CHERYL S. HAAS, RECREATION COORDINATOR**

Post Office Box 120, 4 North Lowell Road, Windham NH 03087-0120

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February 20, 2009

To Whom It May Concern:

*RE: Letter of Reference for Mr. Charlie Boyden, Boyden Landscaping, Pelham, NH*

It is with great pleasure that I recommend Boyden's Landscaping. I am the Recreation Coordinator for the Town of Windham, NH. Boyden's Landscaping has been the town's landscaper for just about three years now. I have nothing but good things to say about Charlie Boyden and his company!

The work that they do on the ball fields and parks is great. They take such pride in their work, and it really shows. They also go above and beyond with all the work they do. Boyden's Landscaping is responsible for working on all different types of fields- soccer, baseball, lacrosse, and passive recreation areas. The fields in Windham have never looked better since Boyden's Landscaping has taken over.

Charlie Boyden is always available to communicate with. He checks in with me on a regular basis and always informs me of what is going on. He is professional, dedicated, and a team player.

If you have any questions, please do not hesitate to contact me at 965-1208 or by e-mail at [Recreation@WindhamNewHampshire.com](mailto:Recreation@WindhamNewHampshire.com)

Sincerely,

Cheryl S. Haas  
Recreation Coordinator  
Town of Windham, NH



**Franklyn J. Bass, Ph.D.**  
*Superintendent*

**Roxanne S. Wilson, CAGS**  
*Assistant Superintendent*

**Frances H. DeCinto, SPHR**  
*Human Resources Director*

## **School Administrative Unit 28**

19 Haverhill Road • PO Box 510  
Windham, NH 03087

(603) 425-1976 • FAX (603) 425-1719

**Kathleen Sargent**  
*SAU/ Pelham Business Administrator*

**Donna Clairmont**  
*Windham Business Administrator*

**Tina H. McCoy**  
*Director of Special Services*

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**Pelham School District**

**Windham School District**

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February 18, 2009

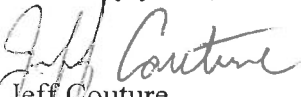
Letter of Recommendation – Charles Boyden Landscaping/Plowing

To Whom it May Concern:

Charles Boyden has requested a letter of recommendation from me in an effort to help him obtain future landscaping contracts, and I am pleased to honor that request. I have known Charles personally and professionally for a few years. I first became associated with Charles when he began a landscaping contract for the Windham School District. I have had the opportunity to work very closely with him on various occasions, and have always been pleased with his work.

Mr. Boyden will enrich any organization he joins, and I recommend Mr. Boyden to you with enthusiasm.

Sincerely yours,

  
Jeff Couture  
Windham School District  
Maintenance Director

**BOYDEN'S LANDSCAPING  
PO BOX 827  
PELHAM, NH 03076  
603-635-2911**

**Profile/History**

- Owner/operator of local company established 1992
- Company is registered with State of New Hampshire
- Proven track record with positive results
- Full service
  - Maintenance
  - Construction
  - Snow removal
- Customer Service 24-7,
- Full Time office administration/support with direct contact to owner and knowledgeable of specific sites
- Staffing
  - 15-Full time employees
    - Foreman and Laborers
  - 3-Part time employees

## **Experience:**

Commercial Accts:

Vendor of Choice for:

Pelham Town Buildings  
Pelham Parks and Recreation Facilities  
Pelham School District  
St. Patrick's Church/School Complex  
Windham Town Buildings  
Windham Recreational Sites  
Windham Sports Complex

## **Awards/Achievements**

- Sub-contractor – Town of Pelham
- Awarded 2003 Maintenance Contract for 3 years by Town of Pelham
  - Positive Feedback
- Awarded 2005-06 Maintenance Contract for Pelham School District
- Awarded 2007-09 Maintenance/Grounds keeping contract for the Town of Windham
- Fall 2008 Close out for Pelham Town Facilities/Recreational, Pelham School District
- Awarded 2008-10 Maintenance/Grounds keeping contract for the Windham School District

## **List of Equipment**

### **Trucks:**

- (1) 2004 F-550 Diesel dump truck
- (1) 2001 F-650 Diesel dump truck
- (1) 1988 F-450 Diesel dump truck
- (1) 2002 F-350 Diesel pick-up truck
- (1) 1997 F-350 Diesel pick-up truck
- (1) 1997 F-350 Gas pick-up truck
- (1) 1997 F-250 Diesel pick-up truck
- (1) 1989 F-250 Diesel dump truck
- (1) 2005 F-550 Diesel dump truck
- (1) 2006 F-550 Diesel dump truck
- (1) 2006 F-350 Diesel pick up
- (1) 2006 F-550 Diesel dump truck

### **Trailers:**

- (1) 24' landscape trailer
- (1) 20' landscape trailer
- (1) 16' landscape trailer
- (1) 14' landscape trailer
- (2) 18' landscape trailer
- (1) 20' landscape trailer

### **Mowers:**

- (3) 72" Exmark with collection system and roller\*
- (3) 60" Exmark with collection system and roller\*
- (1) 60" Exmark walk-behind with velke
- (2) 48" Exmark walk-behind with velke
- (1) 52" Scag with collection system
- (1) 48" John Deere with collection system

\*Denotes equipment that gives the lines

Additional Equipment:

- (7) Weed trimmers
- (3) Hedge Trimmers
- (2) Power Edgers
- (6) Backpack blowers
- (4) Push blowers
- (3) De-thatchers
- (1) Hydroseeder (500 gal)
- John Deere tractor 4610 with loader, backhoe, forks
- (1) Harley Rake
- (2) Compactors
- (1) Tow behind aerator
- (1) Tow behind slice seeder
- (2) Brick saws
- (3) Drag screens
- Ingersol Rand 185 Air Compressor
- Stihl Pack Blower 600
- Various hand tools
- Paint machine (field marking)

## Town of Pelham – Acreage

Town Facilities:	Acreage
• Village Green	7.0
○ Police Station	
○ Town Hall	
○ Library	
• Town Center	1.0
○ Fire station	
○ Town Common	
○ Historical Society	
○ Town Hall Annex	
• Senior Center	.5
• Recreational Facilities	
○ Muldoon Park	12.5
○ Veterans Park	2.6
○ Raymond Park	3.0
○ Newcomb Field	1.3
○ Lyons Park	1.6
○ New Raymond Soccer Fields	3.0
Total:	32.5

### Recommended Fertilizer Program

Site	Acreage	Fertilizer	Grub	Total Cost for Fertilizer	Total Cost for Grub
Village Green	7.0	4 @ \$1,050	1	\$4,200.00	\$1,312.50
Town Center	1.0	3 @ \$100	1	\$300.00	\$125.00
Senior Center	.5	3 @ \$50	1	\$150.00	\$62.50
Muldoon	12.5	4 @ \$1225	1	\$4,900.00	\$1,531.25
Veterans Park	2.6	2 @ \$335	0	\$670.00	\$443.75
Raymond Park (Boy Scout)	1.5	3 @ \$210	1	\$630.00	\$262.50
Raymond Park (In woods)	1.5	3 @ \$227	1	\$681.00	\$283.75
Raymond Park (New Soccer Fields)	3.0	4 @ \$450	1	\$1800.00	\$562.87
Newcomb Field	1.3	3 @ \$175	1	\$525.00	\$218.75
Lyons Field	1.6	3 @ \$245	1	\$735.00	\$306.25
Total	32.5	-	-	\$14,591.00	\$5,109.12

Little League	1.0	3 @ \$122	1	\$366.00	\$152.50
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#### Notes:

1. We can accomplish acceptable turf structure while balancing available funding with these applications.
2. Lime costs are indicated as a line item at this time. I'd suggest soil testing at some point since the application of lime is costly for all these sites. Recommendations could be explored at appropriate time.
3. Little league is not part of fertilizer cost, however, pricing is indicated for optional purposes.

## Fertilizer Program:

Round 1 Early Spring: 22.0-6 25% scu with dimension at 5# per 1000sf to give 1# of nitrogen and 3# crabgrass per 1000sf.

Round 2 Early Summer: 24.3.8 30% scu with Talstar at 3# per 1000sf to give  $\frac{3}{4}$ " nitrogen and .33# insect control per 1000sf.

Round 3 Fall: 28.3.10 40% scu at 3# per 1000sf to give 1# nitrogen per 1000sf for slow Fall fading.

Grub prevention is applied with Round 2 or deemed necessary.

Lime Pellitized Dolomitic 25# per 1000sf.





STATE OF NEW HAMPSHIRE  
Division of Pesticide Control

CERTIFICATE OF REGISTRATION NO.: S-1114143  
EXPIRES: 12/31/2009

SUPERVISORY  
DANIEL DELLANNO  
LAWNMASTER  
NHPC # 321

COMMERCIAL FOR HIRE IN CATEGORIE(S): G2

A handwritten signature in black ink, appearing to read "Daniel Dellanno".

Director, Division of Pesticide Control

DATED: 1/1/2009



# CERTIFICATE OF LIABILITY INSURANCE

OP ID CA  
CHARL01

DATE (MM/DD/YYYY)

02/17/09

<b>PRODUCER</b> CHARLES J COUGHLIN INSURANCE AGENCY 14 DINLEY ST. P.O. BOX 10 DRACUT MA 01826-0010 Phone: 978-957-3588 Fax: 978-957-6612	<b>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</b>	
	<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b>  Charles Boyden Landscaping Charles C. Boyden 136 Marsh Road, PO Box 827 Pelham, NH 03076-0827	INSURER A: Worcester Insurance Company	
	INSURER B: Acadia Insurance Co.	
	INSURER C:	
	INSURER D:	
	INSURER E:	

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A		<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	CB-4J6845	05/15/08	05/15/09	EACH OCCURRENCE	\$ 1,000,000.
		DAMAGE TO RENTED PREMISES (Ea occurrence)				\$ 100,000.	
		MED EXP (Any one person)				\$ 5,000.	
		PERSONAL & ADV INJURY				\$ 1,000,000.	
		GENERAL AGGREGATE	\$ 2,000,000.				
		PRODUCTS - COMP/OP AGG	\$ 2,000,000.				
A		<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	BA4J6845	05/15/08	05/15/09	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000.
		BODILY INJURY (Per person)				\$	
		BODILY INJURY (Per accident)				\$	
		PROPERTY DAMAGE (Per accident)				\$	
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN EA ACC	\$
						AUTO ONLY: AGG	\$
A		<b>EXCESS / UMBRELLA LIABILITY</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 0	BE4J6845	05/15/08	05/15/09	EACH OCCURRENCE	\$ 1,000,000.
		AGGREGATE				\$ 1,000,000.	
						\$	
						\$	
B		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	WCA 0024769	05/15/08	05/15/09	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER	
		E.L. EACH ACCIDENT				\$ 100,000.	
		E.L. DISEASE - EA EMPLOYEE				\$ 100,000.	
		E.L. DISEASE - POLICY LIMIT				\$ 500,000.	
A		<b>OTHER</b> Borrowed, Leased, Rented Equipment	CB-4J6845	05/15/08	05/15/09	Rented Equipment	\$50,000. RC

## DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

LANDSCAPING & Snowplowing, Vehicles included: 2001 Ford F650 P/U, 1997 Ford F350 P/U, 2005 Ford F550, 2004 Ford F550, & 2006 Ford F550.

## CERTIFICATE HOLDER

Town of Pelham  6 Village Green Pelham, NH 03076	<b>PELHAMH</b>

<b>CANCELLATION</b>
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>10</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
AUTHORIZED REPRESENTATIVE 

**Associated Costs:**

Town

## Year 2009

• Bid price for services outlined (excluding fertilization)	<u>56,800</u>
• Fertilization program	<u>14,600</u>
• Grub Program	<u>5,100</u>
• Total Bid price	<u>76,500</u>

## Year 2010

• Bid price for services outlined (excluding fertilization)	<u>58,500</u>
• Fertilization program*	<u>14,600</u>
• Grub Program*	<u>5,100</u>
• Total Bid price	<u>78,200</u>

## Year 2011

• Bid price for services outlined (excluding fertilization)	<u>60,500</u>
• Fertilization program*	<u>14,600</u>
• Grub Program*	<u>5,100</u>
• Total Bid price	<u>80,200</u>

\*Unknown material cost at this time, price could change

**Unit Prices:**

De-thatching – cost per sf .03  
Over seeding – cost per sf .10 includes seed, lime, starter fertilizer,  
Sod repairs - cost per sf 1.10  
Labor rate – cost per man 37.00/hr  
Dump truck – cost per machine w/operator 60.00/hr  
Back hoe – cost per machine w/operator 75.00/hr  
Bobcat – cost per machine w/operator 75.00/hr  
Fertilization – cost per 1000sf 3.50  
Grub control – cost per 1000sf 4.37  
Lime – cost per 1000sf 4.00  
Irrigation head repair 35.00-65.00 pricing due to different size of irrigation heads  
Irrigation repairs 15% over material cost