



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY

Date: July 8, 2026

To: Susan Como, City Manager

From: John G. Kosanke, Director of Public Safety 

Subject: Request for Approval of Landscaping Contract Renewal

For the past eleven years, the City has utilized the services of Nu Appearance Maintenance, Inc. (a/k/a Nu Appearance Landscaping) located in Harper Woods. The service provides the City with lawn maintenance for code violations. The current three-year contract expired on March 31, 2026. Due to a clerical error, the expiration was recently discovered.

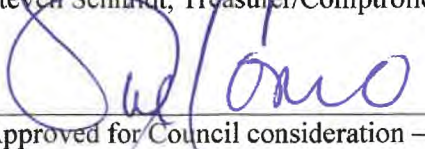
Nu Appearance has consistently provided the City with good service and quick response time. It is my recommendation that the contract, with all the terms and conditions in place, be renewed for another three-year period ending on March 31, 2029. There is no price increase from the previous contract. This is a budgeted item in account 101-349-818.001 (Contractual Services – Code Violations).

Included in this packet are the Service Agreement, Landscaping Proposal (Exhibit A), and Certificate of Liability Insurance. The contract has been reviewed by City Attorney Debra Walling and City Clerk Paul Antolin and approved with the stipulation that an updated Certificate of Liability Insurance be received by the date of August 21, 2026.

Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids and that the City Council authorize the City Administrator to enter into an agreement with Nu Appearance Maintenance, Inc. (a/k/a Nu Appearance Landscaping), 19942 Harper Avenue, Harper Woods, MI 48225, for three years from April 01, 2026 through March 31, 2029.

Thank you for your consideration.


Steven Schmidt, Treasurer/Comptroller


Approved for Council consideration – Susan Como, City Manager

**SERVICE AGREEMENT FOR
NU APPEARANCE MAINTENANCE, INC.**

This Agreement entered into this 1st day of April, 2026 between the City of Grosse Pointe Woods ("CITY") and Nu Appearance Maintenance, Inc. (a/k/a Nu Appearance Landscaping) ("NU") located at 19942 Harper Avenue, Harper Woods, MI 48225.

WHEREAS, the Grosse Pointe Woods City Council on July 13, 2026, awarded Nu Appearance, Inc. a contract to provide landscaping and lawn mowing services within the City of Grosse Pointe Woods, and;

WHEREAS, the parties wish to clarify their respective duties and responsibilities under the contract as set forth in this Agreement.

IT IS AGREED:

1. Award of Contract. NU is hereby awarded the contract to perform services for the CITY as specified in the attached specifications, Exhibit A, incorporated by reference and made a part of this Agreement.
2. Term of Contract. This contract will be retroactive for a period of April 1, 2026 to March 31, 2029.
3. Availability of Service. NU will provide the services described in the contract to the CITY on an as needed basis within 48 hours of a request, weather permitting.
4. Rates. The rates to be charged by NU are determined in attached Exhibit A.
5. Record of Receipts. On a monthly basis, NU will provide the CITY a record of all services rendered during the period for which payment is made. The records supplied to the CITY shall contain the following information:
 - a. The date the service was rendered;
 - b. The nature of the service rendered and;
 - c. The address where the service was rendered;
 - d. Invoices for the work on a monthly basis.
6. Inspection of books and records by CITY. The CITY shall have the right to inspect NU's books and records (as they pertain to service charges under this Agreement) on NU's premises during normal business hours.
7. Compliance with City Ordinances. NU shall be required to comply with all City Ordinances and pertinent state laws during the terms of this Agreement including but not limited to hours of operation.

8. Termination of Contract. In the event the CITY determines that NU is in breach of this Agreement, it shall so notify NU in writing mailed or delivered to NU's place of business. NU shall then be granted ten (10) days to correct its breach. Failure to do so will authorize the CITY to terminate the Agreement.

Notwithstanding anything to the contrary, the contract may be cancelled by either the CITY or NU for any reason or no reason by giving thirty (30) days written notice.

9. Insurance. NU will supply the CITY with evidence, as requested from time to time by the City, that it is adequately insured in accordance with Exhibit A for the following:
- a. Personal property damage;
 - b. Personal liability;
 - c. Workers compensation.
10. City Indemnification. NU agrees to indemnify and hold harmless the CITY from any actions, suits, debts, judgments, damages and/or claims arising out of NU's performance of this Agreement.
11. Purchase Order. A standard Grosse Pointe Woods Purchase Order will be issued with additional terms and conditions.

IN WITNESS WHEREOF the parties have signed this Agreement on the date first written above.

WITNESS:

City of Grosse Pointe Woods

By: Susan Como
City Manager

By: Debra Walling
City Attorney

NuAppearance Landscaping

By: Scott A. Ketter
Its: Owner



REQUEST FOR BID

Landscaping Proposal for the City of Grosse Pointe Woods

Lawn Maintenance (Cut 7 Trim) Various Lot Sizes:	Amount
40' x 120'	\$ <u>45.00</u>
60' x 150'	\$ <u>55.00</u>
90' x 200'	\$ <u>88.00</u>
100' x 300' & Larger	\$ <u>110.00</u>
<u>Shrub Trimming:</u>	
Evergreen & Deciduous Shrubs	\$ <u>45.00</u> /per man hour.
Remove/Disposal of Debris of Property	\$ <u>30.00</u> /per cubic yd.
<u>Spraying:</u>	
Spray Cracks & Crevices for Weeds on Concrete Areas:	\$ <u>15.00</u> Gallon
<u>Miscellaneous Services Call:</u>	
Non-Mowing	\$ <u>45.00</u> /per man hour.
Heavy Equipment	\$ <u>95.00</u> /per hour.

Contractor Information

Contact/Applicant Name: SCOTT KETTLER / NU APPEARANCE MAINTENANCE

MDA License Number (Copy Required): 820087

Address: 19942 HARPER AVE. HARPER WOODS 48225

Phone: 313-884-0515 Fax: 313-886-7276

Email: NUAPPEARANCE@COMCAST.NET

Contractor Signature: Scott Kettler Date: 7 / 6 / 26



FAX # 313-343-9941

ATTN: DIRECTOR KOSANKE

MIAPPEA-01

CERTIFICATE OF LIABILITY INSURANCE

FGJINAJ

DATE (MM/DD/YYYY)

6/26/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

World Insurance Associates, LLC
216 E Joliet St.
Crown Point, IN 46307

CONTACT NAME: Leah Barrett

PHONE (A/C, No, Ext): (585) 569-0440 643

FAX (A/C, No):

E-MAIL ADDRESS: leahbarrett@worldinsurance.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Selective Way Insurance Company

26301

INSURER B: Accident Fund Insurance Company of America

10166

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED

Nu Appearance Maintenance Inc
19942 Harper Avenue
Harper Woods, MI 48225

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY						
	☐ CLAIMS-MADE ☒ OCCUR						
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	☒ POLICY ☐ PROJECT ☐ LOC						
	OTHER:						
A	☒ AUTOMOBILE LIABILITY						
	☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB						
	☐ OCCUR ☐ CLAIMS-MADE						
	DED ☐ RETENTION \$						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					
	If yes, describe under DESCRIPTION OF OPERATIONS below						
A	☒ Leased/rented						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Grosse Pointe Woods, all employees, elected and appointed officials, boards and commission and volunteers are recognized as Additional Insureds with respect to General Liability, if only & where required by written contract

CERTIFICATE HOLDER

City of Grosse Pointe Woods
20025 Mack Plaza Dr
Grosse Pointe Woods, MI 48236

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

PI-079 (07/03)

Michigan Department of Agriculture & Rural Development
Bureau of Environment and Sustainability
Pesticide Application Business License

820087
License No: 820087
Issue Date: 06/23/2026
Expiration: 12/31/2026

Issued To:

NU APPEARANCE MAINTENANCE, INC.

19942 HARPER AVENUE

HARPER WOODS, MI 48225-

Category(ies): 3A, 3B, 6

Mailing Address:

NU APPEARANCE MAINTENANCE, INC.

19942 HARPER AVENUE

HARPER WOODS, MI 48225-

DR. TIM BORING

Director of Agriculture
& Rural Development

This license is issued in accordance with the provisions of Act 451, Part 83, PA of 1994, as amended & is only valid for the establishment, address, and categories listed above. Categories with an (*) are RESTRICTED (see back). This license is not transferable.