

**CITY OF NOVI CITY COUNCIL  
MARCH 23, 2026**

**SUBJECT:** Consideration of a contract for mowing services to Ground Control Property Services, at an estimated annual cost of \$148,590.

**SUBMITTING DEPARTMENT:** Department of Public Works, Field Operations Division

**KEY HIGHLIGHTS:**

- Mowing and landscape maintenance improves sight distances, prevents drainage facility obstruction, and presents an aesthetically pleasing appearance within the City's rights-of-way and public properties.
- Award amount is based on estimated annual use of the service.

**FINANCIAL IMPACT**

	<b>FY 2025/26</b>
<b>EXPENDITURE REQUIRED</b>	<b>\$148,590 Estimated annual amount</b>
<b>BUDGET</b> General Fund, Major Street Fund, Local Road Fund, Municipal Street Fund, Drain Fund, Water & Sewer Fund	<b>\$150,000</b>
<b>APPROPRIATION REQUIRED</b>	<b>\$ 0</b>
<b>FUND BALANCE IMPACT</b>	<b>\$ 0</b>

**BACKGROUND INFORMATION:**

Each year, the City contracts with a mowing services provider to mow grass and maintain landscaping along roadsides and pathways, in certain boulevard islands and interchanges, around gateway signs, and on City-owned properties. Mowing and landscape maintenance improves sight distances, prevents drainage facility obstruction, and presents an aesthetically pleasing appearance within the City's rights-of-way and public properties. The 2026 mowing services contract term is for one

year with services anticipated to begin in April. Upon mutual consent of the City and the selected contractor, there are three one-year renewal options available.

Staff opened seven bids on March 6, 2026, following a public bid solicitation period. The low bidder is Ground Control Property Services. Ground Control Property Services provided unit prices on facilities/road frontage, booster stations, pathways, City-owned vacant lots, and gateway signs (sections A-E), along with general labor and material costs (sections F and G). Based on estimated quantities, Ground Control Property Services extended base bid price for Sections A-E is \$148,590 annually.

Staff recommend Ground Control Property Services in the best interest of the City for being responsive (i.e., Ground Control Property Services has complied with all requirements of the bidding instructions), and submitting the lowest price based on extended unit pricing. Attached is a summary of the three lowest qualified bids.

**RECOMMENDED ACTION:** Approval to award a unit price contract for mowing services to Ground Control Property Services, the lowest qualified bidder, at an estimated annual cost of \$148,590. The contract term is one year with three optional one-year extensions.

RFP LAWN AND LANDSCAPE MAINTENANCE SERVICES  
 FEE PROPOSALS - UNIT PRICES EXTENDED FOR ANNUAL COST

Section A - Facilities / Road Frontage	Frequency	Approx. Acres	Est. Qty	Teddy's Lawn and Landscape		Ground Control Property Services		B & B Landscaping	
				Per Cut/ Per Unit Price	Extended Cost (annual)	Per Cut/ Per Unit Price	Extended Cost (annual)	Per Cut/ Per Unit Price	Extended Cost (annual)
Detention Basins (19 locations)	12-17 cuttings/year	12	17	580	9,860	475	8,075	750	12,750
Road frontage	25-30 cuttings/year	21	30	1,048	31,440	1,500	45,000	1,775	53,250
I-96 & Beck Rd Interchange	10-15 cuttings/year	21	15	1,033	15,495	900	13,500	900	13,500
I-96 & Novi Rd Interchange	10-15 cuttings/year	36	15	1,774	26,610	1,300	19,500	1,500	22,500
Boulevard Islands mowing/bedcare (4 locations)	25-35 cuttings/year	18	35	900	31,500	775	27,125	1,200	42,000
Old Novi Rd & Thirteen Mile Rd medians bed care maintenance/weeding only	7-10 times/year	0.1	10	120	1,200	75	750	100	1,000
Future potential mowing areas	As requested	Per acre	1	60	60	60	60	60	60
Spring Clean-up - detention basins, road frontages, interchanges, and boulevards	1 time/year	112	1	4,500	4,500	5,800	5,800	7,000	7,000
<b>TOTAL SECTION A</b>				<b>120,665</b>		<b>119,810</b>		<b>152,060</b>	
Section B - Booster Stations	Frequency	Approx. Acres	Est. Qty	Per Cut/ Per Unit Price	Extended Cost (annual)	Per Cut/ Per Unit Price	Extended Cost (annual)	Per Cut/ Per Unit Price	Extended Cost (annual)
Mowing and bed care maintenance (5 locations)	25-35 cuttings/year	3.44	35	250	8,750	125	4,375	220	7,700
Spring Clean-up - Booster Stations (5 locations)	1 time per year	3.44	1	500	500	200	200	220	220
<b>TOTAL SECTION B</b>				<b>9,250</b>		<b>4,575</b>		<b>7,920</b>	
Section C - Pathway Mowing (7 locations)	Frequency	Approx. Acres	Est. Qty	Per Cut/ Per Unit Price	Extended Cost (annual)	Per Cut/ Per Unit Price	Extended Cost (annual)	Per Cut/ Per Unit Price	Extended Cost (annual)
ITC Trail from ITC Sports Park to Garfield Rd	12-17 times/year	1.15	17	60	1,020	100	1,700	80	1,360
8 Mile Rd pathway	12-17 times/year	0.78	17	50	850	100	1,700	90	1,530
ITC Trail from 11 Mile Road to East of Wellbridge	12-17 times/year	0.44	17	50	850	65	1,105	45	765
ITC Trail from 9 Mile Rd to 11 Mile Rd	12-17 times/year	1.63	17	85	1,445	100	1,700	90	1,530

RFP LAWN AND LANDSCAPE MAINTENANCE SERVICES  
 FEE PROPOSALS - UNIT PRICES EXTENDED FOR ANNUAL COST

				Teddy's Lawn and Landscape		Ground Control Property Services		B & B Landscaping	
New Ct / Hickory Woods Sidewalk	12-17 times/year	0.17	17	50	850	35	595	40	680
West Park Dr access road	12-17 times/year	0.15	17	50	850	30	510	40	680
M-5 Pathway	12-17 times/year	1.07	17	50	850	90	1,530	60	1,020
<b>TOTAL SECTION C</b>				<b>6,715</b>		<b>8,840</b>		<b>7,565</b>	
<b>Section D - City-owned Vacant Lots (16 locations)</b>	Frequency	Approx. Acres	Est. Qty	Per Cut/ Per Unit Price	Extended Cost (annual)	Per Cut/ Per Unit Price	Extended Cost (annual)	Per Cut/ Per Unit Price	Extended Cost (annual)
13 Mile Rd - W of 43243 13 Mile Rd	15-17 times/year	0.1	17	40	680	30	510	20	340
Chattman Dr - E of 41429 Chattman Dr	15-17 times/year	0.6	17	40	680	30	510	45	765
East Lake Dr - across from Herman St	15-17 times/year	0.1	17	40	680	25	425	20	340
East Lake Dr - across from Lashbrook St	15-17 times/year	0.1	17	40	680	25	425	20	340
East Lake Dr - N of 1289 East Lake Dr	15-17 times/year	0.2	17	40	680	30	510	20	340
East Lake Dr - N of 1309 East Lake Dr	15-17 times/year	0.4	17	40	680	45	765	30	510
East Lake Dr - Five (5) lots at East Lake Dr and Endwell St	15-17 times/year	0.6	17	40	680	45	765	45	765
Grand River Ave - Across from 48545 Grand River Ave	15-17 times/year	0.1	17	40	680	25	425	20	340
Grand River Ave - Across from Crescent Blvd	15-17 times/year	0.2	17	40	680	30	510	20	340
Meadowbrook Rd - N of 23157 Meadowbrook Rd	15-17 times/year	0.6	17	40	680	60	1,020	45	765
Sixth Gate Parking Lot - Area around parking lot	15-17 times/year	0.2	17	40	680	25	425	20	340
Venture Dr - S of 22975 Venture Dr	15-17 times/year	1.9	17	85	1,445	100	1,700	90	1,530
Village Wood Dr - E of 40740 Village Wood Dr	15-17 times/year	0.2	17	40	680	25	425	20	340
Wainwright St - E of 129 Wainwright St	15-17 times/year	0.1	17	40	680	25	425	20	340

RFP LAWN AND LANDSCAPE MAINTENANCE SERVICES  
 FEE PROPOSALS - UNIT PRICES EXTENDED FOR ANNUAL COST

				Teddy's Lawn and Landscape		Ground Control Property Services		B & B Landscaping	
West Lake Dr - Across from Penhill St	15-17 times/year	0.3	17	40	680	25	425	20	340
West Lake Dr - S of 1411 West Lake Dr	15-17 times/year	0.1	17	40	680	25	425	20	340
<b>TOTAL SECTION D</b>				<b>11,645</b>		<b>9,690</b>		<b>8,075</b>	
<b>Section E - Gateway Signs (14 locations)</b>	<b>Frequency</b>	<b>Approx. Sq. Ft.</b>	<b>Est. Qty</b>	<b>Total Price (all locations)</b>	<b>Extended Cost (annual)</b>	<b>Total Price (all locations)</b>	<b>Extended Cost (annual)</b>	<b>Total Price (all locations)</b>	<b>Extended Cost (annual)</b>
Bed care/weeding (all 14 locations)	10-15 times/year	4,100	15	1,190	17,850	350	5,250	450	6,750
Spring clean-up (14 locations)	1 time/year	4,100	1	1,190	1,190	425	425	450	450
<b>TOTAL SECTION E</b>				<b>19,040</b>		<b>5,675</b>		<b>7,200</b>	
<b>TOTAL ANNUAL ESTIMATE</b>				<b>167,315</b>		<b>148,590</b>		<b>182,820</b>	
<b>Section F - Materials Only (labor included in General Labor Services)</b>	<b>Frequency</b>			<b>% Markup (over cost) based on list price</b>		<b>% Markup (over cost) based on list price</b>		<b>% Markup (over cost) based on list price</b>	
Seed (Kentucky Bluegrass) (per lb. delivered)	As requested			\$1.90		10%		10%	
Sod (per yard delivered)	As requested			\$40.00		10%		10%	
Top Soil (per cubic yard delivered)	As requested			\$30.00		10%		10%	
Flowers - annuals (per flat)	As requested			\$45.00		10%		10%	
Premium Enviro-Mulch (Per yard delivered)	As requested			\$70.00		10%		10%	
<b>Section G - Hourly Labor</b>	<b>Frequency</b>			<b>Hourly Rate</b>		<b>Hourly Rate</b>		<b>Hourly Rate</b>	
General Labor Services	As requested			\$65.00		\$50.00		\$50.00	



**CITY OF NOVI**  
**MOWING SERVICES**  
**CONTRACTOR QUESTIONNAIRE FORM**

**Failure to answer all questions may result in the rejection of your bid.**

Firm Name: Ground Control Property Services  
Address: 22100 Huron Township Ct  
City: New Boston State: MI Zip: 48164  
Telephone Number: (313)727-9710 Fax Number: \_\_\_\_\_  
Representative's Name (please print): Douglas Nicholl  
Representative's Title: Chief Executive Officer  
Email Address: nicholld@groundcontrolps.com  
Web Site: www.groundcontrolps.com

1. Type of Organization: (Circle One)  
a. Individual b. Partnership c. Corporation d. Joint Venture e. Other \_\_\_\_\_
2. Year firm established: 2014
3. If applicable, former firm name(s):  
\_\_\_\_\_
4. Has any officer or partner of this organization owned or operated a company that declared bankruptcy during the last 10 years? No X Yes \_\_\_\_\_  
When: \_\_\_\_\_
5. How many current full-time employees 50  
Anticipated part-time/seasonal employees 25
6. Are you able to provide insurance coverage as required by this RFP? Yes
7. List the scope of services you are able to perform.  
Landscape Maintenance: Mowing, Trimming, Spring & Fall Cleanups, bed weeding  
Landscape Enhancements: Mulch, seasonal flowers

Install Services: We provide fill design & build services

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Sprinkler system repair & installation

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Fertilization services

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8. Provide information relative to the experience your company has had working with municipalities. Please provide the names of municipalities where service was provided and the date(s) of the contract(s).  
City of Dearborn DDA Maintenance 2024-2025
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City of Dearborn Abatements 2024 - Present

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Wayne County Community College District 2023 - Present

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Van Buren Township (1x cleanup project) 2025

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City of Dearborn Parks & Rec Sprinkler Maintenance 2025 - Present

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US Postal Service 2018 - present

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9. Provide information relative to the experience and financial capability of your company to carry out the terms of this contract.

Ground Control specializes in commercial and municipal landscape maintenance throughout Southeast Michigan. Our team has extensive experience servicing municipal properties, commercial campuses, industrial facilities, and multi-site portfolios that require strict adherence to specifications, scheduling standards, and quality control measures.

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10. Identify those in your firm who would be responsible for this contract, including on-site supervision, and submit copies of their certifications (i.e. ISA arborist certification, CLT Technician). Include educational background of principals and those who will be working on the project. Attach additional sheets, if necessary.

Riley Mullins - Landscape Maintenance Production

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Sydney Tiefry - Sales / Account Manager

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Douglas Nicholl - CEO

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\*\*See attached sheet as well\*\*

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11. How many clients does your company currently serve with the type of services described? Provide a list.

City of Dearborn  
Wayne County Community College District  
Chase Bank, Home Depot, Walgreens, USPS, and many more

12. Please provide a list of client references. Include name, address, phone number, dates worked and contact person. Please include any municipalities (or other governmental agencies) that you worked for.

Company Home Depot - Multiple Locations  
Address Multiple Sites  
Phone (610)716-4245 Contact name Anthony Franz  
Work done/dates Mowing, Bed maintenance, Sprinklers, Trimming, Mulch, Install work - 2023/2024

Company City of Dearborn  
Address Multiple Sites  
Phone (313)671-1868 Contact name John Golich  
Work done/dates Mowing, Bed Maintenance, Trimming, Sprinkler Work, Abatements, Mulch, Special Projects

Company Afor Concepts (Real Estate Company)  
Address Multiple Sites  
Phone (313)350-3500 Contact name Sam Abbass  
Work done/dates Mowing, bed maintenance, trimming at multiple sites

13. Please include a detailed Equipment List that will be on site and available for use by the crew performing the requested services (including mowers, trucks, tractors, trailers, etc.) in spreadsheet format. *Please submit on a separate sheet.*

14. Please identify which professional organizations your company is a good standing member of: (please check all that apply)

International Society of Arboriculture

Michigan Turfgrass Foundation

Michigan Nursery and Landscape Association  Michigan Green Industry Association

15. Based on your current resources, are you available to provide the requested services identified within the timeframe allocated? Yes

16. Please provide an example of a work plan showing how you would schedule the City's mowing areas in order to complete the work in the time frame allocated (assume that the weather is good). *Please submit on a separate sheet.*

17. Do you plan to use subcontractors for fertilization? If so, please provide name of companies.

No

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18. Provide a description of your company's philosophy (including what standards you use) relative to lawn care and landscaping.

Ground Control Property Services operates with a simple but disciplined philosophy:  
deliver consistent, professional landscape management that protects property value,  
enhances curb appeal, and eliminates uncertainty for our clients.

We believe commercial and municipal properties should reflect organization, pride, and  
attention to detail. Our approach goes beyond basic maintenance — we manage  
landscapes as long-term assets. Every property is maintained with a proactive mindset,  
not a reactive one.

19. Claims & Suits: Does your firm have any litigation pending or outstanding against your organization or its officers? If yes, please provide details.

No X Yes \_\_\_\_\_

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20. Provide any additional information you would like to include which may not be included within this Questionnaire. You may attach additional sheets.

**THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:**

Authorized Company Representative (please print): Douglas Nicholl

Representative Signature: 

Date 03/04/2026



Company Ground Control Property Services

**CITY OF NOVI**

**MOWING SERVICES**

**FEE PROPOSAL FORM**

We, the undersigned as bidder, propose to furnish to the City of Novi, according to the conditions and instructions attached hereto and made a part thereof for the following price:

Section A – Detention Basins/ Road Frontage	Frequency	Approx. Acres	Per Cut/ Per Unit Price
Detention Basins (19 locations)	12-17 Cuttings Per Year	12	\$475.00
Road Frontage	25-30 Cuttings Per Year	21	1,500.00
I-96 & Beck Interchange	10-15 Cuttings Per Year	21	\$900.00
I-96 & Novi Interchange	10-15 Cuttings Per Year	36	\$1,300.00
Boulevard Islands mowing, bed care/maintenance (4 locations)	25-35 Cuttings Per Year	18	\$775.00
Old Novi Rd. & Thirteen Mile Rd. Medians <b>bed care maintenance/weeding only</b>	7 – 10 times per season	0.1	\$75.00
Future potential mowing areas	As requested	Per acre	\$60.00
Spring Clean-up – detention basins, road frontages, interchanges, and boulevards	1 time per year	112	\$5,800.00

Section B – Booster Stations	Frequency	Approx. Total Acres	Per Cut/ Per Unit Price
Booster Stations (5 locations) mowing, bed care maintenance	25-35 Cuttings per year	3.44	\$125.00
Spring Clean-up – Booster Stations (5 locations)	1 time per year	3.44	\$200.00

Section C – Pathway Mowing (8 locations)	Frequency	Approx. Acres	Per Cut/ Per Unit Price
ITC Trail from ITC Sports Park to Garfield Rd.	12-17 times per year	1.15	\$100.00
8 Mile Pathway	12-17 times per year	.78	\$100.00
ITC Trail from 11 Mile Rd to East of Wellbridge	12-17 times per year	.44	\$65.00
ITC Trail from 9 Mile Rd. to 11 Mile Rd.	12-17 times per year	1.63	\$100.00

New Ct / Hickory Woods Sidewalk	12-17 times per year	.17	\$35.00
West Park Dr. Access	12-17 times per year	.15	\$30.00
M-5 Pathway	12-17 times per year	1.07	\$90.00

Section D – City-Owned Vacant Lot Mowing (16 map locations)	Frequency	Approx. Acres	Per Cut/ Per Unit Price
13 Mile Rd. – w. of 43243 13 Mile Rd.	15 -17 times per year	.1	\$30.00
Chattman Dr. – e. of 41429 Chattman Dr.	15 -17 times per year	.6	\$30.00
East Lake Dr. – across from Herman St.	15 -17 times per year	.1	\$25.00
East Lake Dr. – across from Lashbrook St.	15 -17 times per year	.1	\$25.00
East Lake Dr. – n. of 1289 East Lake Dr.	15 -17 times per year	.2	\$30.00
East Lake Dr. – n. of 1309 East Lake Dr.	15 -17 times per year	.4	\$45.00
East Lake Dr. – five (5) lots at East lake Dr. and Endwell St.	15 -17 times per year	.6	\$45.00
Grand River Ave. – across from 48545 Grand River Ave.	15 -17 times per year	.1	\$25.00
Grand River Ave. – across from Crescent Blvd.	15 -17 times per year	.2	\$30.00
Meadowbrook Rd. – n. of 23157 Meadowbrook Rd.	15 -17 times per year	.6	\$60.00
Sixth Gate Parking Lot – area around parking lot	15 – 17 times per year	.2	\$25.00
Venture Dr. – s. of 22975 Venture	15 -17 times per year	1.9	\$100.00
Village wood Dr. – e. of 40740 Village Wood Dr.	15 -17 times per year	.2	\$25.00
Wainwright St. – e. of 129 Wainwright St.	15 -17 times per year	.1	\$25.00
West Lake Dr. – across from Penhill St.	15 -17 times per year	.3	\$25.00
West Lake Dr. – s. of 1411 West Lake Dr.	15 -17 times per year	.1	\$25.00

Section E - Gateway Signs (14 locations)	Frequency	Approx. Total Sq. Ft.	Lump Sum
Bed care/weeding (all 14 locations)	10-15 times per year	4,100	\$350.00
Spring Clean-up (all 14 locations)	1 time per year	4,100	\$425.00

Section F – Potential Additional Services - Various Materials	Frequency	% Markup (over cost) based on list price
Seed (Kentucky Bluegrass) (Per lb. delivered)	As Requested	10%
Sod (Per Yard delivered)	As Requested	10%
Topsoil (Per Cu. Yd. delivered)	As Requested	10%
Flowers – annuals (per flat)	As Requested	10%
Premium Dark Brown Dyed Enviro-Mulch (Per Yd. Delivered)	As Requested	10%

Section G – Additional Services - Hourly Labor	Frequency	Hourly Rate
General Labor Services	As requested	\$50.00

**Firm Price Guarantee**

Prices stated herein will remain valid for term of contract and all renewals.  
 No fuel surcharges will be allowed for the duration of the initial contract and renewals.

**We acknowledge the following addenda:** No.1 (7-Gateway Signs Map)  
**(Please list numbers)**

**Comments / Exceptions:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
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**THIS PROPOSAL SUBMITTED BY:**

Company Name Ground Control Property Services  
 Address 22100 Huron Township Ct  
 City, State, Zip New Boston, MI, 48164  
 Phone (313)727-9710 Fax \_\_\_\_\_  
 Agent's Name (printed) Douglas Nicholl

Agent's Title CEO

Agent's Signature 

Agent's Email nicholld@groundcontrolps.com

Date 03/04/2026



**GROUND CONTROL**  
**PROPERTY SERVICES**

22100 Huron Township Ct, New Boston, MI, 48164

(313)727-9710 | [info@groundcontrolps.com](mailto:info@groundcontrolps.com)

Dear City of Novi,

On behalf of Ground Control Property Services, we are pleased to submit our bid for your landscape maintenance services.

Ground Control Property Services is a Michigan-based commercial landscape and property services contractor committed to delivering reliable, professional, and detail-oriented service. We understand that your property is a direct reflection of your organization, and our team takes pride in maintaining clean, safe, and well-presented grounds throughout the season.

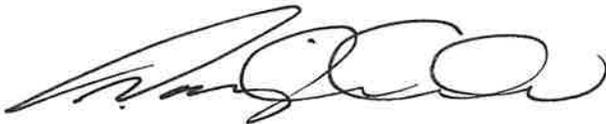
Our approach combines experienced field personnel, structured production processes, and proactive communication. From turf maintenance and bed care to seasonal enhancements and site detailing, we focus on consistency, efficiency, and measurable results. Our crews are trained, uniformed, and supervised to ensure accountability and quality control on every visit.

We currently service commercial, municipal, and institutional properties throughout the region and understand the importance of responsiveness, safety compliance, and budget control. Our goal is not simply to meet expectations, but to exceed them through dependable service and strong working relationships.

We appreciate the opportunity to submit this proposal and would welcome the chance to discuss it with you further. Please feel free to contact me directly with any questions or to review the scope in greater detail.

Thank you for your consideration.

Sincerely,



Douglas Nicholl

Chief Executive Officer

Ground Control Property Services

22100 Huron Township Ct

New Boston, MI, 48164



**GROUND CONTROL**  
PROPERTY SERVICES

22100 Huron Township Ct, New Boston, MI, 48164

(313)727-9710 | info@groundcontrolps.com

**Equipment List**

<u>Equipment Type</u>	<u>Description</u>	<u># of units</u>
<u>Pickup Truck</u>	<u>F-250/350 - 2500HD/3500HD</u>	<u>18</u>
<u>Medium Duty Dump Truck</u>	<u>F-450/550/650 - 4500HD/6500HD</u>	<u>7</u>
<u>Stake Truck</u>		<u>6</u>
<u>Van</u>		<u>6</u>
<u>Powerwash Truck</u>		<u>1</u>
<u>Parking Lot Sweeper</u>		<u>1</u>
<u>Large Dump Truck</u>		<u>12</u>
<u>Semi w/ Lead</u>		<u>7</u>
<u>Gravel Train</u>		<u>3</u>
<u>Enclosed Trailer</u>		<u>8</u>
<u>Deck Over Equipment Trailer</u>		<u>3</u>
<u>Low Boy Trailer</u>		<u>1</u>
<u>Snow Sidewalk Machines</u>	<u>Ventrac / Snowrator</u>	<u>14</u>
<u>Snow Blowers</u>		<u>45</u>
<u>Snow Equipment Push Box</u>	<u>Attach to skid steers &amp; Loaders</u>	<u>14</u>
<u>Large Municipal Snow Plow</u>		<u>6</u>
<u>Snow Plow 8.2-9.2'</u>	<u>Boss &amp; Western V Plows</u>	<u>32</u>
<u>Large Hydraulic Salt Spreader</u>	<u>5 Yard or More</u>	<u>20</u>
<u>2-3 Yard Saltspreader</u>	<u>Pickup / Med Duty Dump</u>	<u>24</u>
<u>Front End Loader</u>		<u>6</u>
<u>Skid Steer</u>		<u>3</u>
<u>Excavator</u>		<u>2</u>
<u>Weed Whip</u>	<u>Redmax / Shindawa</u>	<u>39</u>



**GROUND CONTROL**  
**PROPERTY SERVICES**

<u>Edger (Stick)</u>	<u>Redmax / Shindawa</u>	<u>22</u>
<u>Backpack Blower</u>	<u>Redmax / Echo</u>	<u>35</u>
<u>Batwing Mower</u>		<u>1</u>
<u>60" Zero Turn Mower</u>	<u>Scag / Exmark</u>	<u>20</u>
<u>Tractor w/ Mower</u>		<u>1</u>
<u>Brush Hog</u>		<u>2</u>
<u>Walk Behind Mower</u>		<u>3</u>



**GROUND CONTROL**  
**PROPERTY SERVICES**

22100 Huron Township Ct, New Boston, MI, 48164

(313)727-9710 | [info@groundcontrolps.com](mailto:info@groundcontrolps.com)

RE: Mowing Services RFP Work Plan

Dear City of Novi,

Ground Control Property Services understands that the City of Novi requires consistent, reliable mowing and bed maintenance services across municipal properties, parks, rights-of-way, and public facilities. These sites are highly visible and must be maintained to a professional standard that reflects positively on the City.

Our work plan is designed to ensure:

- Timely and predictable service schedules
- Uniform quality across all locations
- Safe operations in public environments
- Clear communication and accountability

**A. Service Frequency & Scheduling**

- Turf areas will be serviced on a weekly or biweekly basis during the active growing season, or as specified in the contract.
- Landscape beds will be maintained on a scheduled rotation as defined in the contract.
- Service routes will be structured geographically to maximize efficiency and ensure consistent completion.
- Weather-related adjustments will be communicated promptly to the City representative.

**B. Standards**

- Turf will be maintained at appropriate seasonal heights based on grass type and environmental conditions.
- Mowing patterns will be alternated to prevent rutting and turf stress.
- All mower blades will be sharpened regularly to promote clean cuts and turf health.



**GROUND CONTROL**  
**PROPERTY SERVICES**

- Clippings will be dispersed evenly and not left in clumps.
- Beds will be kept substantially free of weeds through manual removal and approved herbicide applications where permitted.
- Care will be taken to avoid damage to ornamental plantings.

**C. Trimming & Edging**

- All fence lines, poles, sign posts, buildings, and hard surfaces will be string trimmed.
- Sidewalks and curbs will be mechanically edged to maintain clean, defined lines.
- Grass clippings will be blown off sidewalks, parking lots, and paved surfaces before crews leave the site.

**D. Equipment & Staffing**

- Commercial-grade zero-turn mowers and stand-on units will be utilized depending on site size and layout.
- Crews will consist of trained operators with a designated crew leader responsible for quality and safety.
- Backup equipment is maintained to prevent service delays due to mechanical issues.

**E. Quality Control**

- Field supervisors will conduct routine inspections.
- Any deficiencies will be corrected within 24–48 hours.
- Performance will be monitored against contract specifications.

**F. Communication & Reporting**

- A designated point of contact will be assigned for the City of Novi.
- The City will have access to our secure customer portal, where scheduled services, completed work orders, service dates, and time-stamped site photos can be viewed in real time. This provides full transparency, documentation of performance, and confirmation that all work is completed in accordance with contract specifications.
- Service concerns will be addressed promptly.



GROUND CONTROL  
PROPERTY SERVICES

- Recommendations for site improvements or safety issues will be communicated proactively.

Ground Control Property Services is committed to delivering consistent, professional landscape maintenance that enhances the appearance and safety of City of Novi properties. Our structured routing, trained crews, quality control measures, and responsive communication ensure that all mowing and bed maintenance services are completed efficiently and in full compliance with contract specifications.

We are confident in our ability to meet and exceed the City's expectations.

Sincerely,



Douglas Nicholl

Chief Executive Officer

Ground Control Property Services

22100 Huron Township Ct

New Boston, MI, 48164

## **MOWING SERVICES**

This Agreement shall be considered as made and entered into as of the date of the last signature ("Effective Date"), and is between the City of Novi, a Michigan municipal corporation, whose address is 45175 Ten Mile, Novi, Michigan 48375, (hereinafter referred to as "Client"), and **Ground Control Property Services**, whose address is **22100 Huron Township Ct New Boston, MI 48164**, (hereinafter referred to as "Contractor").

### **THE CLIENT AND CONTRACTOR AGREE AS FOLLOWS:**

#### **Article I. Statement and Performance of Work.**

For payment by the Client as provided under this Contract, Contractor shall provide the materials and perform the services described on and in Schedule A (the "Work"), which is attached hereto and made a part of this Contract by this reference, in a competent, accurate, efficient, timely, good, professional, thorough, complete and responsible manner, and in compliance with the terms and conditions set forth below.

#### **Article II. Timing of Performance.**

Performance of this Contract shall commence on the date of the last signature and end on December 31, 2026. Upon mutual consent of the Client and the Contractor, the contract may be renewed three (3) additional years in one (1) year increments.

#### **Article III. Contract Price and Payment.**

Subject to the terms and conditions of this Contract, the Client agrees to pay Contractor an amount services and materials as specifically set forth in the completed Proposal attached which is part of the attached Schedule A. Such payments are in exchange for, and in consideration of the timely and satisfactory performance and completion of the work required under and pursuant to this Contract. Contractor shall submit invoices detailing each and all services performed and materials provided in connection with the billing and charges applicable to each such item. Such itemized billings shall be submitted and shall be paid only upon verification of satisfactory completion of the work itemized in the billing.

All costs and expenses incurred by Contractor under this Contract are deemed to be included in the amounts set forth in Schedule A. Contractor will obtain written approval of the Client prior to proceeding with any work that is not stated on Schedule A; otherwise, the Client will not be billed for such extra/additional work.

All payments to Contractor shall be submitted by mail at Contractor's address first listed above, unless Contractor provides written notice of a change in the address to which such payments are to be sent.

#### **Article IV: Termination.**

A. 1. For cause: In the event that either party shall breach the terms and conditions of this Contract, the aggrieved party may notify the other party, in writing via certified mail, of such breach and demand that the same be remedied within ten (10) days.

If the defaulting party fails to remedy the breach as demanded, the aggrieved party shall then have the right to terminate by giving the defaulting party thirty (30) days' written notice. In addition, if at any time a voluntary petition in bankruptcy shall be filed against either party and shall not be dismissed within thirty (30) days, or if either party shall take advantage of any insolvency law, or if a receiver or trustee of any of a party's property shall be appointed and such appointments shall not be vacated within thirty (30) days, the other party shall have the right, in addition to any other rights of whatsoever nature that it may have at law or in equity, to terminate by giving thirty (30) days' notice in writing of such termination.

2. For convenience: The Client may terminate the agreement, in whole or in part, without showing cause upon giving thirty (30) days written notice to the Contractor. The Client shall pay all reasonable costs incurred by the Contractor up to the date of notice of termination. The Contractor will not be reimbursed for any anticipatory profits that have not been earned up to the date of notice of termination.

- B. In the event this Contract is terminated before completion, the Client shall not be responsible to make any further payments for work performed after the effective date of such termination, and shall pay Contractor for such materials as have been delivered and for such work as has been completed and is eligible for payment under the terms of this Contract through the date of such termination. In all events, the Client shall only be responsible to make the payments described in the preceding sentence if, at the Client's request, Contractor continues to fully perform their duties and obligations in full compliance with the terms of this Contract through the effective date of the termination.

**Article V: Independent Contractor/Vendor Relationship.**

- A. In the performance of this Contract, the relationship of Contractor to the Client shall be that of an independent contractor and/or vendor and not that of an employee or agent of Client. Contractor is and shall perform under this Contract as an independent contractor and/or vendor, and no liability or responsibility with respect to benefits of any kind, including without limitation, medical benefits, worker's compensation, pension rights, or other rights or liabilities arising out of or related to a contract for hire or employer/employee relationship shall arise or accrue to either party as a result of the performance of this Contract.

Contractor, as an independent contractor and/or vendor, is not authorized to enter into or sign any agreements on behalf of the Client or to make any representations to third parties that are binding upon the Client.

- B. Contractor represents that it will dedicate sufficient resources and provide all necessary personnel required to perform the work described in Schedule A in accordance with the terms and conditions of this Contract. Except as may be specifically stated and agreed to in Schedule A, Contractor shall perform all of the work under this Contract and no other person or entity shall be assigned or sub-contracted to perform the work, or any part thereof, unless approved by the Client in advance.

**Article VI:            Liability and Insurance.**

- A. Contractor agrees to indemnify and hold harmless the Client, its elected and appointed officials and employees, from and against any and all claims, demands, suits, losses and settlements, including actual attorney fees incurred and all costs connected therewith, for any damages which may be asserted, claimed or recovered against the Client by reason of (i) personal injury, death and/or property damages which arises out of or is in any way connected or associated with the actions or inactions of Contractor in performing or failing to perform the work; or (ii) civil damages which arise out of any dispute between Contractor and its subcontractors, affiliates, employees or other private third parties in connection with this Contract. Contractor specifically agrees that it is Contractor's responsibility, and not the responsibility of the Client, to safeguard the property and materials used in performing this Contract. Contractor agrees to hold the City harmless from any loss of or damage to such property and materials used in connection with Contractor's performance of this Contract.
- B. Contractor shall provide evidence of adequate insurance coverage in the types and amounts set forth on Schedule A, which is attached hereto and incorporated herein by this reference. Such insurance shall be maintained at the specified level of coverage throughout the term of this Contract, including any extension of such term, and will cover all work, acts and omissions by and on behalf of Contractor in connection with this Contract, with the Client as named additional insureds, but with such coverage being primary and non-contributory as described in the attached Schedule A.

**Article VII:            Information.**

It is expressly acknowledged and agreed that all reports, opinions, compilations, research work, studies, data, materials, artifacts, samples, documents, plans, drawings, specifications, correspondence, ledgers, permits, manuals, applications, contracts, accountings, schedules, maps, logs, invoices, billings, photographs, videotapes and all other materials generated by and/or coming into the possession of Contractor during the term of this Contract, and any extension thereof, that in any way relate to the performance of work by Contractor under this Contract or that are otherwise related or relevant to the work, belong exclusively to the Client and shall be promptly delivered to the Client upon the termination of this Contract or, at any time, upon the Client's request.

**Article VIII:            General Provisions.**

- A. Entire Agreement. This instrument, together with the attached Schedules, contains the entire Contract between the Client and Contractor. No verbal agreement, conversation, or representation by or between any officer, agent, or employee of the parties hereto, either before or after the execution of this Contract, shall affect or modify any of the terms or obligations herein contained.
- B. Compliance with Laws. This Contract and all of Contractor's work and practices shall be subject to all applicable state, federal and local laws, ordinances, rules or regulations, including without limitation, those which apply because Client is a public

governmental agency or body. Contractor represents that it is in compliance with all such laws and eligible and qualified to enter into this Contract.

- C. Governing Law. This Contract shall be governed by the laws of the State of Michigan.
- D. Assignment. Contractor shall not assign this Contract or any part thereof without the written consent of the Client. This Contract shall be binding on the parties, their successors, assigns and legal representatives.
- E. Third Parties. It is the intention of the parties hereto that this Agreement is not made for the benefit of any private third party. It is acknowledged that Client may receive a portion of the funding for the payments under this Contract from one or more private sources, and it is understood by Contractor that it is hired by Client to work exclusively for Client (and by extension for the Township should the work be accepted and implemented by the Township) and Contractor agrees that no private party or parties will be allowed to hold sway or influence, in any way, over Contractor's performance of the work.
- F. Notices. Written notices under this Contract shall be given to the parties at their addresses contained in this Contract by personal or registered mail delivery to the attention of the following persons:
  - Client: City Manager Victor Cardenas and City Clerk Cortney Hanson
  - Contractor: Douglas Nicholl
- G. Changes. Any changes in the provisions of this Contract must be in writing and signed by the Client and Contractor.
- H. Waivers. No waiver of any term or condition of this Contract shall be binding and effective unless in writing and signed by all parties, with any such waiver being limited to that circumstance only and not applicable to subsequent actions or events.
- I. Jurisdiction and Venue of Contract. This Contract shall be considered for all purposes, including the establishment of jurisdiction and venue in any court action between the parties, as having been entered into and consummated in the City of Novi, Oakland County, Michigan.
- J. Conflict. In the event of any conflict or inconsistency between the above provisions of this Contract and either or both of the attached Schedules, the provisions in the above text shall govern.

**IN WITNESS WHEREOF**, the Client and the Contractor have executed this Contract in Oakland County, Michigan, as of the date last listed below.

WITNESS AND DATES  
OF SIGNATURES:

CITY OF NOVI

\_\_\_\_\_  
Date: \_\_\_\_\_

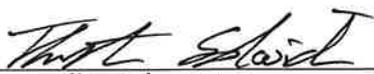
\_\_\_\_\_  
By: Justin Fischer  
Its: Mayor

\_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
By: Cortney Hanson  
Its: Clerk

WITNESS AND DATES  
OF SIGNATURES:

CONTRACTOR

  
\_\_\_\_\_  
Keith Salowich

  
\_\_\_\_\_  
By: Douglas Nicholas  
Its: CEO

Date: 3/12/26