



THE CITY OF KEY WEST – Tree Commission

Post Office Box 1409, Key West, FL 33041-1409
(305) 809-3768

Tree Commission MEMORANDUM

Date: February 11, 2020

From: Karen DeMaria, Urban Forestry Manager *KD*

Reference: Use of Tree Fund Money for the Purchase of Trees for the Crosstown Greenway Project

The City is currently working on a pilot project along the Crosstown Greenway, a pathway for bicycles to travel the length of the island. As part of the traffic calming measures and a way to provide shade along the project, a request was made by the Sustainability and Transportation Coordinator to use tree fund monies to purchase 10-45 to 65 gallon sized trees for the project. The attached memo describes the project and use of trees in more detail. The trees will be temporarily placed in planters in their pots then once the pilot program is completed, the trees will be planted in the ground.

On January 24, 2020, an e-mail was sent to eight companies that routinely purchase and transport trees in the City with a request for estimates for the purchase of ten 45-65 gallon sized trees to be delivered to the City yard.

- 2 Green Buttonwood (*Conocarpus erectus*)
- 2 Gumbo Limbo (*Bursera simaruba*)
- 2 Cinnamon Bark (*Canella winterana*)
- 2 Strongbark (*Bourreria succulenta*)
- 2 Blolly (*Guapira discolor*)

ESTIMATES:

\$3,780.00*	Detail Landscaping Design Inc.
\$4,865.00*	Mama's Garden Center
\$6,150.00	Shade Tree Inc
\$7,205.00	Ecoscapes Native Caribbean Gardens
\$7,750.00	Blue Native Landscape & Irrigation

*indicates estimate includes two species of trees requested at a smaller size (25 gallon).

Recommend approving and accepting the estimate from Shade Tree Inc. Their estimate was the lowest cost while including the appropriate sized trees of all requested species.

Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

To: Tree Commission

From: Alison Higgins, Sustainability Coordinator
Tim Staub, Multimodal Transportation Coordinator

Cc: Karen DeMaria, Urban Forester

Date: Jan 21, 2020

Subject: 10 Street Trees for Crosstown Greenway

The City is currently working on a pilot project along the Crosstown Greenway, the main path for bicycles to travel the length of the island. It is the City's goal to make this corridor safer and more pleasant for those that use it.

To this end the City will be installing various traffic calming strategies along the Greenway. Aside from traffic calming, the City desires to increase the shade along the Greenway. As noted in the Tree Canopy Survey, New Town has less shade canopy than Old Town.

The City requests ten 45-65 gallon trees of the following species:

- 2 Green Buttonwood (*Conocarpus erectus*)
- 2 Gumbo Limbo (*Bursera simaruba*)
- 2 Cinnamon Bark (*Canella winterana*)
- 2 Strongbark (*Boussieria succulenta*)
- 2 Blolly (*Guapira discolor*)

These trees will be placed in their pots into temporary planters and staged along the right of way near homes that desire them during the pilot period. The homeowner will water the plant at least every other day. After 3 months, the nearby homeowner will have the option of making the tree a permanent fixture, after which the City shall plant the tree either into the ground or into a permanent planter at the same spot on the right of way. The homeowner will water the tree through the establishment period. The tree shall officially be owned by the City of Key West who shall be responsible for its health and upkeep after planting.

If the trees are not wanted after the pilot period, the City shall plant them as a street tree in another location.

Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.

Karen DeMaria

From: Karen DeMaria
Sent: Friday, January 24, 2020 5:02 PM
To: Karen DeMaria
Subject: FW: Estimate for the Purchase of Trees-Crosstown Greenway Project

The City is requesting an estimate for the purchase of 10 trees, FL#1 standard, 45-65 gallon sized. Trees must be established in stable plastic pots as they will remain in their pots and placed in temporary raised planters for 3 months before being planted in the ground. The temporary raised planters are part of a pilot program associated with the Crosstown Greenway project.

The City requests ten 45-65 gallon trees of the following species:

- 2 Green Buttonwood (*Conocarpus erectus*)
- 2 Gumbo Limbo (*Bursera simaruba*)
- 2 Cinnamon Bark (*Canella winterana*)
- 2 Strongbark (*Boussieria succulenta*)
- 2 Blolly (*Guapira discolor*)

*if a species and size can not be found, please provide a suitable alternative.

Trees must be delivered to Palm Avenue (Community Services yard) around the end of March beginning of April 2020. Please provide estimates by February 6, 2020 to the Urban Forester.

Sincerely,

Karen

Karen DeMaria
Urban Forestry Manager
Certified Arborist FL# 6585A
City of Key West Planning Department
1300 White Street, Key West, FL 33040
305-809-3768



Detail Landscaping Design Inc.
P.O Box 6371
Key West Fl 33040
(305) 797-6056

Estimate

Name/Address
Karen DeMaria Urban Forestry Manager/Tree Commission

Property

Date	Estimate No.	Project
01/27/20	5832	

Item	Description	Quantity	Cost	Total
Conocarpus erectus	Green Buttonwood 65 gal	2	395.00	790.00
Bursera simaruba	Gumbo Limbo 65 Gal	2	395.00	790.00
Canella winteriana	Wild Cinnamon Bark <u>25gal</u>	2	425.00	850.00
Bourreria succulenta	Strongbark 45 gal	2	425.00	850.00
Guapira discolor	Blolly <u>25 gal</u>	2	250.00	500.00
	Sales Tax		0.00%	0.00
			Total	\$3,780.00

111 Overseas Hwy #108
Key West, FL 33040
Phone: 305-296-1617
www.mamasgardencenter.com



QUOTE MML-Q-24647

Lexi Faby
Created 2/6/2020
Modified 2/7/2020
Valid for 30 days

Customer	City of Key West City of Key West PO Box 1409 Key West, FL 33041	Shipping Address 3140 Flagler Ave, Key West	Contact Karen DeMaria, Urban Forestry Manager (305) 809-3768 (work) Karen DeMaria (other) (305) 797-2400 Jerry Farrell kdemaria@cityofkeywest-fl.gov	PO: Crosstown Greenway Project Shipping: None
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Product Code	Description	Sell	Qty	Total
TW-119011	Green Buttonwood 45 gal	\$550.00	2	\$1100.00
HIL-3305	Gumbo Limbo 45 gal	\$600.00	2	\$1200.00
NT-1136	Cinnamon Bark 25 gal	\$450.00	2	\$900.00
BH-BS25G	Bahama Strongbark 45 gal	\$550.00	2	\$1100.00
NT-4358	Blolly-25 Gallon	\$250.00	2	\$500.00
Delivery- Far	Delivery (Key West, north of Big Coppit up to Big Pine) CURBSIDE ONLY	\$65.00	1	\$65.00

Notes

Good Afternoon,

Attached is the quote for the trees you requested for the Crosstown Greenway Project. This quote includes the cost of trees and delivery. Please review and let me know if you have any questions. If you would like to move forward, please reply with an approval, and I will need a 50% deposit.

Thank You & Have a Great Weekend!

ADDITIONAL CHARGES::

- * Any additional removals or relocations of existing plants/trees will be billed as separate line item at actual man hours used.
- * Tree staking (If Applicable) will be added to final invoice at a rate of \$30.00 per tree staked.
- * Debris removal (If Applicable) will be added to final invoice at \$40.00 per yard of debris removed.
- * Any Irrigation repairs (If Applicable) will be charged at time and materials.

PLEASE NOTE::

Quote is valid for 30 days. Please call to confirm prices after 30 days of quotation date. Acceptance of the quote requires a 50% deposit, and the balance is due upon completion of the job. We accept cash, check, MasterCard, VISA, Discover, AMEX.

-- MAMA'S GARDEN CENTER POLICIES FOR NEW PLANTINGS --

Mama's Garden Center warrantee's trees and plants for a period of 6 months after installation as long as the following conditions are met:

Mama's Garden Center does the actual installation of all plants for the job and there is a proper working irrigation system in place. Seasonal plants and groundcovers are excluded from warranty. ORCHIDS of any variety are not warranted. Mama's Garden Center reserves the right to replace plants/trees covered under the warranty with substitute species of similar characteristics, size and value. A 30% restocking fee may apply to any materials ordered for specific job but not used due to decrease in quantities by customer or Landscape Architect.

It is the customer's responsibility to obtain any necessary permits and to locate any underground lines, pipes or septic systems and drain fields prior to beginning of job. Mama's Garden Center will not be held liable for any damages incurred due to hidden or unknown lines, pipes, septic systems and drain fields.

****DISCLAIMER:** Although Mama's Garden Center makes every effort to successfully relocate/transplant trees or plants, Mama's Garden Center does not guarantee the survival of such trees/plants and no warranty applies.

Guidelines for Maintaining New Plantings - WATER, WATER

If a proper working irrigation system is not in place, it is recommended that one be installed. If customer cannot, or chooses not to install an irrigation system, it is important that the new plantings are watered daily for a period of at least 30 days. Watering may then be decreased to every other day. New plantings should receive a slow release starter fertilizer and mulch at the time of install. It is recommended to fertilize and mulch all plants and trees on a quarterly basis.

Subtotal	\$4865.00
Total	\$4865.00

**Shade Tree, Inc.**

P.O. Box 1341

Key West, FL 33041

(305) 340-8094 shadetreeservices@yahoo.com

Estimate

Date	Estimate #
2/5/20	865

Job Note:

CROSSTOWN GREENWAY

City of Key West

Karen DeMarie

1300 White St.

Key West, FL. 33040

Terms	
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Qty	Item	Description	Rate	Total
2	GREEN BUTTONWO...	45 GALLON. FLORIDA #1 STD. DELIVER TO PALM AVE	350.00	700.00
2	GUMBO LIMBO	45 GALLON. FLORIDA #1 STD. DELIVER TO PALM AVE	375.00	750.00
2	CINNAMON BARK T...	45 GALLON. FLORIDA #1 STD. DELIVER TO PALM AVE	725.00	1,450.00
2	STRONGBARK	45 GALLON. FLORIDA #1 STD. DELIVER TO PALM AVE	725.00	1,450.00
2	BLOLLY	45 GALLON. FLORIDA #1 STD. DELIVER TO PALM AVE	725.00	1,450.00
1	FREIGHT CHARGE	SHARED FREIGHT TO KEY WEST	350.00	350.00
Total				\$6,150.00

Signature denotes acceptance of terms: _____ Date: _____

Karen- City Key West
1300 White Street
Key West Fl 33040

Proposal
Cross Town greenways
2/4/2020



Qty.	Botanical Name	Common Name	Specifications				
2	<i>Bouyeria succulenta ,ovata</i>	Bahama Strongbark	45 gal. std.	\$	740.00	\$	1,480.00
2	<i>Bursera simaruba</i>	Gumbo Limbo	45 agl. 12' std	\$	489.50	\$	979.00
2	<i>Canella winterana</i>	Cinnamon Bark	45 gal. std.	\$	888.00	\$	1,776.00
2	<i>Conocarpus erectus</i>	Green Buttonwood	45 agl. 12' std	\$	445.00	\$	890.00
2	<i>Guapira discolor</i>	Blolly	45 gal. std.	\$	890.00	\$	1,780.00
1	Delivery			\$	300.00	\$	300.00

Total Project -material , delivery - no planting \$ 7,205.00

Delivered to Palm ave. community services bldg
City is responsible for watering.

Mailing:
1021 Washington Street
Key West Fl. 33040



Proposal

CITY OF KEY WEST
1300 WHITE STREET
KEY WEST, FL 33040

Sales: Bobby Williamson

Crosstown Greenway-Landscape Construction-
EST1674583

400 Wall Street Key West, FL 33040

Est ID: EST1674583

Date: Feb-03-2020

Email: kdemaria@cityofkeywest-fl.gov

Phone: 305-809-3768

Tree Delivery

- Estimate includes purchase of (10) trees, FL#1 Standard, 45-65 gallon sized.
- Trees must be established in stable plastic pots as they will remain in their pots and placed in temporary raised planters for (3) months before being planted in the ground.
- Trees will be delivered to Palm Avenue (Community Services yard) around the end of March beginning of April 2020.

2	Green Buttonwood, Conocarpus erectus - 45 Gal.
2	Gumbo Limbo, Bursera simaruba - 45 Gal.
2	Wild Cinnamon Bark, Canella winterana - 45 Gal.
2	Bahama Strongbark, Bourreria succulenta - 45 Gal.
2	Bolly, Guapira discolor - 45 Gal.

Estimate Total

\$7,750.00

Acceptance of Work

- Blue Native of the Florida Keys, Inc. (Contractor) and Matthew Trahan (Client) agree to services, conditions, materials, and total dollar amount.
- Contractor will commence the Work at the agreed time and place, and continue such Work diligently and without delay, in a good and workmanlike manner, and in strict conformity with the specifications and requirements contained herein and in any related Order.

Payment Terms and Conditions

- Client agrees to pay total dollar amount before due date on final invoice to avoid 1.5% penalty for late payment.
- The act of non-payment creates a lien in favor of the Contractor.
- Notwithstanding anything contained herein to the contrary, the completion date of the Work shall be deemed to be extended by that number of days equal to any delay in payment to the Contractor.