



**Miami- Dade County
Parks, Recreation, and Open Spaces Department
STREET TREE MATCHING GRANT PROGRAM**

TREE PLANTING AGREEMENT

Grantee: Town of Cutler Bay

Amount: \$7,462.50

Grant Description: To plant trees with municipalities and organizations on Miami-Dade’s corridors as part of our efforts to reach the Million Trees Miami goal of achieving a 30% tree canopy.

This **Agreement (the “Agreement”)**, made and entered into this ____ day of _____, 20 ____, by and between Town of Cutler Bay (the “Grantee”) and Miami-Dade County (the “County”), hereinafter called the “County” through its Parks, Recreation, Open Spaces Department (the “Department”).

The County and Grantee have agreed to partner on the implementation of Cutler Bay Reforestation Project (project name) to be completed by July 26, 2019.

RECITALS

WHEREAS, the County desires to increase the tree canopy in Miami-Dade County and to reach the Million Trees Miami goal of achieving a 30% tree canopy ; and

WHEREAS, the County has provided a subaccount to the tree trust fund for the procurement of street trees along county and local roads and of this amount \$ 7,462.50 (the “Grant Funds”) will be provided to the Grantee on the terms and conditions set forth in this Agreement; and

WHEREAS, the Grantee wishes to undertake such activities provided in the scope of work in Exhibit A of this Agreement; and

WHEREAS, the Grantee is responsible for the maintenance of the street trees after completion of the project; and

NOW, THEREFORE, the County and Grantee agree as follows:

TERMS AND CONDITIONS OF AGREEMENT

A. Requirements for approval of Grant Award Agreement: As a prerequisite to its receipt of the Grant Funds, the Grantee shall meet the requirements set forth below to the County's satisfaction. Requirements for this grant are listed below.

1. **Timeline:** The following grant project start date, end date and reporting dates must be adhered to.

Start date: Contract Execution Date

End date: July 26, 2019

Final report date: August 16, 2019

2. **Scope of Work:** It is mutually agreed and understood that the scope of work shall be as provided in *Exhibit A (Grant Application Package)*. Scope of Work must adhere to:
 - All trees must be canopy natives or Florida Friendly trees.
 - Trees shall have a minimum overall height of 12 feet and 2-inch caliper at time of installation, unless under overhead power lines.
 - When installed in roadways, trees shall have a maximum average spacing of 35' on center and be placed within 7' of the edge of the roadway pavement and/or where present, within 7' of the sidewalk.
 - If trees are proposed under overhead power lines, these shall have a minimum overall height of 8 feet and a minimum caliper of 1½-inch at time of planting. The maximum average spacing in this case shall be 25 feet.
 - Ensure that trees are installed in a way that complies with site triangle regulations and are not planted within no planting zones.
 - All trees shall have and be maintained with a trunk clearance of 4 feet.
 - All trees must conform to the standards for a Florida No. 1 or better, as provided in the most current edition of the "Florida Grades and Standards for Nursery Plants".
 - Each Grantee is encouraged to review the Miami Dade County Landscape Ordinance, Chapter 18 A, to ensure that the tree installation will be in full compliance with the County's requirements
3. **Budget:** It is mutually agreed and understood that the project costs shall be as provided in *Exhibit A (Grant Application Package)*. The match amount has to equal or exceed the grant amount. If matching requirement will be met through the provision of in-kind service, the County shall approve the value or cost or the in-kind services to be provided to fulfill the matching requirements. Match must remain the same or exceed the percent referenced in the original application.
4. **Promotions:** All promotions must adhere to the Neat Streets Miami Media Release Guidelines. The grantee will agree to prepare a draft of a Press Release which describes its project and acknowledges Neat Streets Miami and Million Trees Miami, which shall be subject to the County's approval in advance of publication. The County shall also be acknowledged in any subsequent media releases or in any printed, website, social media or other communication materials related to the project. Copies of any other publicity as well as copies of any major work products generated in connection with this grant

shall be forwarded to the County for review. Miami-Dade County, Million Trees Miami and Neat Streets Miami logos should be included in all printed materials.

5. **Miami-Dade County Tree Trust Fund:** Funds allocated to projects by the Street Tree Matching Grant come from mitigation funds collected by the Division of Environmental Resources Management, i.e. the Tree Trust Fund, and as such are encumbered for the planting of trees on public property. These funds shall not be used to satisfy tree mitigation per permitting or enforcement requirements.
6. **Conditions and Contingencies:** The Grantee agrees that the Grant Funds will be used only for the purpose as stated in this Agreement, as described in the Scope of Work and with no substantial variance to the approved Budget (See *Exhibit A*) unless prior approval in writing is obtained from the County. The Grantee certifies that the grantee organization operates under a tax-exempt status. If grantee determines that Grant Funds cannot be expended by July 26, 2019 (end date), the grantee must notify liaison immediately and no later than June 1, 2019.

B. Additional Requirements due throughout the funding period:

1. **Reporting:** Final Report must be submitted electronically by August 16, 2019. Refer to Exhibit B for reporting guidelines.
2. **Data Tracking:** All trees planted must be mapped according to County specifications.
3. **Organizational Status Changes:** The Grantee must notify the County liaison within two weeks of changes in organizational status, including but not limited to: key personnel such as senior or project staff, organizational name, tax status, and organizational address.
4. **Other Organizational Changes:** The Grantee will notify the County's liaison of any organizational changes, such as new address or contact information

C. Indemnification of County

Subject to the limitations on liability set forth in Section 768.28, Florida Statutes (to the extent the entity is a State or local government), the Grantee agrees to indemnify, save, and hold the County harmless from all liability, loss, cost, and expense, including attorneys' fees and court costs at all trial and appellate levels, which may be sustained by the County, to any person, natural or artificial, by reason of the death of or injury to any person or damage to any property, whether or not due to or caused by the negligence of the Grantee, arising from or in connection with the Grantee's (or its employees, agents, contractors, subcontractors, licensees, or invitees) installation and/or maintenance of trees on County property or in the County right-of-way. The Grantee agrees to defend, at its sole cost and expense, but at no cost and expense to the County, any and all suits or actions instituted against the County for the imposition of such liability, loss, cost, and expense arising from or in connection with the Grantee's (or its employees, agents, contractors, subcontractors, licensees, or invitees) installation and/or maintenance of trees on County property or in the County right-of-way.

Primary Grant Contract:

Provide the information below for the primary contact person for this grant. This is the person to whom all correspondence will be directed.

Name: LaKeesha Morris-Moreau

Title: Grants Coordinator

Mailing Address: 10720 Caribbean Blvd. #105

City, State, Zip: Cutler Bay, FL 33189

Phone: 305-234-4262

Email: lmorris-moreau@cutlerbay-fl.gov

Website: www.cutlerbay-fl.gov

IN WITNESS WHEREOF, the parties hereto have caused these present to be executed on the day and year first written above.

NAME OF GRANTEE: Town of Cutler Bay

ADDRESS: 10720 Caribbean Blvd. #105 Cutler Bay, FL 33189

BY: _____

DATE: _____

Grantee Representatives' Signature

PRINT NAME Rafael G. Casals

TITLE: Town Manager

MIAMI-DADE COUNTY, FLORIDA

BY: _____

DATE: _____

Director Parks, Recreation, and Open Spaces

LEGAL SUFFICIENCY: _____

DATE: _____

County Attorney



EXHIBIT A: GRANT APPLICATION PACKAGE SCOPE OF WORK

[INSERT GRANT APPLICATION PACKAGE HERE]

Submission Date	2019-01-23 14:46:31
Name of Organization	Town of Cutler Bay
Address	Street Address: 10720 Caribbean Blvd. Suite 105 City: Cutler Bay State / Province: FL Postal / Zip Code: 33189 Country: United States
Municipality, Non-Profit or Community Group	Municipality
Contact Name (Person filling out application)	LaKeesha Morris
Job Title	Grants Coordinator
E-mail	lmorris@cutlerbay-fl.gov
Phone Number	(305) 234-4262
Project Manager (If awarded)	Alfredo Quintero
E-mail	aquintero@cutlerbay-fl.gov
Phone Number	(305) 234-4262
Project Title	Cutler Bay Reforestation Project
Location of Planting	The Town will replace 33 trees lost following Hurricane Irma at these locations: - Along Old Cutler Road Commercial Corridor - Lakes by the Bay Park (SW 216 St and SW 87 Ave) - Whispering Pines Park (8800 Ridgeland Dr.) - Public Swale of 10 residential homes See map with addresses and locations.
Miami-Dade County Commission District (project location)	8
County or Local Road?	Local Road
Please confirm you have received permission from governing jurisdiction of project location?	
Please state the local jurisdiction	Town of Cutler Bay
Description of Trees	The Town will plant: 7 Lysiloma latisiliquum (Wild Tamarind), 10 Busera simaruba (Gumbo Limbo), 1 Pinus elliottii var. densa (Sladn Pine), and 15 Quercus virginiana (Live Oak) Florida Native Trees. Each tree follows the FPL Right Tree, Right Place guidelines and are not under a powerline. The trees comply with the Town's Tree Ordinance and Street Tree Master Plan. Each tree is 12'H to 14'H in at least a 45-gallon container and Florida Grade #1 or equivalent.
Target area's existing tree canopy	26%
Is the project area low-to-moderate income?	No
Goals of Project	The Town's has two goals: (1) Replace Tree Canopy lost following Hurricane Irma; and (2) Educate the general public about proper Tree Selection, Planting and Maintenance.
Project Impact and Enhancements	The Town will plant 33 street trees. The beneficiaries of this project will be the general public, particularly residents and visitors that enjoy the Town's parks and Old Cutler Commercial Corridor. Old

Cutler Road is an award winning complete streets project that is designed to promote pedestrian and bicyclist safety with wide sidewalks, bus pullouts, enhanced bus stops, seating along the sidewalks, and bike lanes. Lakes by the Bay Park is one of the Town's largest and most active community parks hosting the little league baseball and soccer teams. Both Lakes by the Bay and Whispering Pines Parks abut elementary schools, providing an extended back yard to the combined 1,443 students enrolled at Dr. E.L. Whigham Elementary and Whispering Pines Elementary. This project will advance the community's tree strategy by increasing the overall tree canopy of our community and educating residents and business owners about the importance of urban forestry.

Community Engagement Plan

The Town continues to partner with the University of Florida IFAS extension in Homestead, FL to conduct educational activities and provide brochures and material that may be distributed to property owners. Through this partnership, the Town will host at least one (1) workshop. Sample topics include Florida Friendly Yards, Gardening, Low Maintenance Landscaping, Right Tree, Right Place. The Town will write and distribute a press release announcing the grant award, and post it on our website and social media sites. The educational workshop will at a minimum be promoted on the Town's social media sites. Miami Neat Streets will be recognized on all outreach material related to this project.

Maintenance Plan

The initial planting includes a 90 day grow-in phase (watering and inspection for tree health). If the tree is not thriving after the 90 day period, it will be replaced. The Town's landscaping contractor along with our Public Works Department is responsible for the maintenance of the trees. Street teams monitor the Town's landscaping daily to ensure the health of trees and plants. Regular landscaping includes; tree uplifting for street and pedestrian clearance, fertilizer application, pesticide application and weed control in accordance with Florida Friendly Yards' Best Management Practices. The Town's adopted budget includes \$30,000 for additional town-wide tree trimming (trimming of trees that can not be maintained by force account labor). General maintenance of trees is included in the annual tree maintenance contract.

Three Anticipated Measurable Outcomes

1. Plant and maintain 33 Florida Native Trees throughout the Town by July 31, 2019. 2. Educate 500 residents about proper planting and tree maintenance by July 31, 2019 through the distribution of flyers, social media impressions, and e-mail blasts. 3. Host 1 Outreach Event or Educational Workshop to promote tree growth.

Does the municipality / organization agree to enter into an Interlocal Agreement for periodic reporting for tree plantings by January 31, 2019?

Yes

Project Timeline

Planning and Design – March 1, 2019 – March 30, 2019 Outreach/Event – April 1, 2019 – April 30, 2019 Planting/Press Release – April 1, 2019– July 31, 2019 Final Report- August 1, 2019– August 31, 2019

Amount of Grant Funds Requested in \$

7,462.00

Amount of Matched Funds in \$

7,288.00

In-kind / Grant / Donations in \$

174.00

Please describe in-kind, grants or donations, if any

In-Kind staff labor for planting and maintenance.

Total Budget

14,924.00

Additional comments?

None

Landscape Rendering:

[Corridor Tree Plan-2019.pdf](#)

Before Photos

[Cutler Bay-Neat Street-Before Photos 2019.pdf](#)

Detailed Budget

[Cutler Bay-Neat Street-Project Budget 1.31.19.pdf](#)

Interlocal Agreement for Periodic Reporting of Tree Planting, if available

[Cutler Bay-Tree Reporting Agreement.pdf](#)

If the Interlocal Agreement has not been signed by grantee by the submission deadline, when do you anticipate your organization signing the Interlocal Agreement?

**DETAILED BUDGET
REQUIRED TEMPLATE**



**PROPOSED BUDGET
Town of Cutler Bay
Cutler Bay Street Tree Restoration Project**

Updated: 2/25/19

	Cost Estimate Per Tree	Number of Trees	Grant Funds	Match Funds	Total Estimated Budget
DIRECT COSTS:					
Quercus virginiana-Live Oak	\$ 475.00	15	\$ 3,562.50	\$ 3,562.50	\$ 7,125.00
Busera simaruba-Gumbo Limbo	\$ 400.00	10	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00
Lysiloma latisiliquum-Wild Tamarind	\$ 475.00	7	\$ 1,662.50	\$ 1,662.50	\$ 3,325.00
Pinus elliottii var. densa-South Florida Slash Pine	\$ 300.00	1	\$ 237.00	\$ 63.00	\$ 300.00
<i>Total number of trees</i>		33			
INDIRECT COSTS					
Inkind Labor			\$ -	\$ 174.00	\$ 174.00
TOTAL ESTIMATED COSTS:			\$ 7,462.00	\$ 7,462.00	\$ 14,924.00

ALL INCLUSIVE PURCHASE, DELIVERY, INSTALLATION, AND GROW IN MAINTENANCE OF SMALL TREES				
ITEM #	DESCRIPTION, (BONTANICAL NAME,COMMON) SMALL TREES	UNIT COST SIZE: 15 GAL. 5'H – 6'H	UNIT COST SIZE: 25 GAL. 8'H – 10'H	UNIT COST SIZE: 45 GAL. 10'H – 12'H
34	Canella winterana, Wild Cinnamon	\$ 125.00	\$ 375.00	\$ 550.00
35	Chrysophyllum oliviforme, Satinleaf	\$ 100.00	\$ 295.00	\$ 395.00
36	Conocarpus erectus var. sericeus, Silver Buttonwood	\$ 125.00	\$ 325.00	\$ 425.00
37	Eriobotrya, japonica, Loquat	\$ 125.00	\$ 350.00	\$ 400.00
38	Eugenia axillaris, White Stopper	\$ 125.00	\$ 350.00	\$ 600.00
39	Eugenia rhombea, Red Stopper	\$ 125.00	\$ 350.00	\$ 600.00
40	Ilex cassine, Dahoon Holly	\$ 125.00	\$ 275.00	\$ 375.00
41	Ilex glabra, Inkberry	\$ 125.00	\$ 300.00	\$ 450.00
42	Ilex x attenuata, East Palatka Holly	\$ 125.00	\$ 250.00	\$ 350.00
43	Jatropha integerrima, Jatropha Standard Red	\$ 100.00	\$ 200.00	\$ 350.00
44	Ligustrum lucidum, Wax Privet	\$ 200.00	\$ 350.00	\$ 700.00
45	Pinus elliotti var densa, South Florida Slash Pine	\$ 150.00	\$ 250.00	\$ 300.00
46				
Total Amount for Each Size:		\$ 1,550.00	\$ 3,670.00	\$ 5,495.00
Total Amount for All Sizes: All Inclusive Purchase, Delivery, Installation, and Grow in Maintenance of Small Trees		\$ 10,715.00		

ALL INCLUSIVE PURCHASE, DELIVERY, INSTALLATION, AND GROW IN MAINTENANCE OF CANOPY TREES				
ITEM #	DESCRIPTION, (BONTANICAL NAME,COMMON) SHADE TREES	UNIT COST SIZE: 25 GAL. 10'H – 12'H	UNIT COST SIZE: 45 GAL. 12'H – 14'H	UNIT COST SIZE: 65 GAL. 14'H – 16'H
47	Bucida buceras var., Shady Lady Black Olive	\$ 300.00	\$ 400.00	\$ 600.00
48	Busera Simaruba, Gumbo Limbo	\$ 300.00	\$ 400.00	\$ 600.00
49	Calophyllum brasiliense, Brazilian Beautyleaf	\$ 350.00	\$ 475.00	\$ 575.00
50	Chrysophyllum oliviforme, Satinleaf	\$ 350.00	\$ 400.00	\$ 700.00
51	Coccoloba diversifolia, Pigeon Plum	\$ 350.00	\$ 500.00	\$ 800.00
52	Coccoloba uvifera, Seagrape	\$ 300.00	\$ 450.00	\$ 700.00
53	Conocarpus erectus var. sericeus, Silver Buttonwood	\$ 300.00	\$ 450.00	\$ 650.00
54	Conocarpus erectus, Green Buttonwood	\$ 300.00	\$ 450.00	\$ 650.00
55	Krugiodendron ferreum, Black ironwood	\$ 350.00	\$ 450.00	\$ 650.00

ITEM #	DESCRIPTION, (BONTANICAL NAME,COMMON) SHADE TREES	UNIT COST SIZE: 25 GAL. 10'H – 12'H	UNIT COST SIZE: 45 GAL. 12'H – 14'H	UNIT COST SIZE: 65 GAL. 14'H – 16'H
56	Lysiloma bahamensis, Wild tamarind	\$ 375.00	\$ 550.00	\$ 700.00
57	Lysiloma latisiliquum, Wild tamarind	\$ 375.00	\$ 475.00	\$ 600.00
58	Lysiloma sabicu, Sabicu	\$ 350.00	\$ 450.00	\$ 550.00
59	Magnolia grandifolia 'D.D. Blanchard', Southern Magnolia	\$ 350.00	\$ 450.00	\$ 550.00
60	Manilakara roxburghiana, Minusops	\$ 300.00	\$ 400.00	\$ 500.00
61	Myrcianthes fragrans, Simpson Stopper	\$ 300.00	\$ 400.00	\$ 500.00
62	Norohnia emarginata, Madagascar Olive	\$ 300.00	\$ 400.00	\$ 500.00
63	Pinus elliotti var densa, South Florida Slash Pine	\$ 300.00	\$ 400.00	\$ 500.00
64	Peltophorum pterocarpum, Yellow poinciana	\$ 300.00	\$ 400.00	\$ 500.00
65	Pongamia pinnala, Pongam	\$ 200.00	\$ 250.00	\$ 350.00
66	Quercus laurifolia, Laurel Oak	\$ 300.00	\$ 400.00	\$ 600.00
67	Quercus virginiana, Live Oak	\$ 375.00	\$ 475.00	\$ 800.00
68	Simarouba glauca, Paradise Tree	\$ 350.00	\$ 475.00	\$ 700.00
69	Swietenia mahagoni, Mahogani	\$ 350.00	\$ 450.00	\$ 650.00
70	Tamarindus indica, Tamarind	\$ 350.00	\$ 475.00	\$ 500.00
71	Taxodium distichum, Bald Cypress	\$ 350.00	\$ 425.00	\$ 500.00
Total Amount for Each Size:		\$8,125.00	\$ 10,850.00	\$ 14,925.00
Total Amount for All Sizes: All Inclusive Purchase, Delivery, Installation, and Grow in Maintenance of Canopy Trees		\$ 33,900.00		

ALL INCLUSIVE PURCHASE, DELIVERY, INSTALLATION, AND GROW IN MAINTENANCE OF SABAL PALM TREES WITH GREY WOOD			
ITEM #	DESCRIPTION, (BONTANICAL NAME,COMMON)	UNIT COST SIZE: 8'H – 10'H	UNIT COST SIZE: 12'H – 14'H
72	Sabal Palmetto, Cabbage Palm, Minor, Slick	\$ 250.00	\$ 350.00
Total Amount for Each Size:		\$ 250.00	\$ 350.00
Total Amount for All Sizes: All Inclusive Purchase, Delivery, Installation, and Grow in Maintenance of Sabal Palm Trees with Grey Wood		\$ 600.00	



19701 SW 100 Avenue	2 Live Oak
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20200 Dothan Rd.	1 Live Oak
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9515 SW 188 Terr	1 Live Oak
9505 SW 188 Terr	1 Live Oak



9781 SW 211 St	2 Live Oak
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9505 Tiffany Dr	1 Live Oak
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9230 Sterling Drive	1 Live Oak
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8200 SW 204 Street	1 Live Oak
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8200 SW 204 Street	1 Live Oak
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20565 SW 80 Place	1 Live Oak
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8227 SW 188 Terrace	1 Live Oak
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Whispering Pines Park 8800 Ridgeland Drive	1 Slash Pine
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Lakes by the Bay Park	10 Gumbo Limbo (Green)
Lakes by the Bay Park	2 Wild Tamarind (Red)

Lakes by the Bay Park

3 Live Oak (Yellow)



Old Cutler Road & SW 92 Avenue

2 Wild Tamarind



Old Cutler Road & SW 208 Street

3 Wild Tamarind

Street View Tree Locations



19701 SW 100 Ave



20200 Dothan Rd

Street View Tree Locations



9781 SW 211 St



9515 SW 188 Ter

Street View Tree Locations



9500 SW 188 Ter



9505 Tiffany Dr

Street View Tree Locations



9230 Sterling Dr



8227 SW 188 Ter

Street View Tree Locations



8200 SW 204 St



20565 SW 80 PI

Street View Tree Locations

Old Cutler Road Complete Streets Commercial Corridor



Old Cutler Rd & SW 92 Ave



Old Cutler Rd & SW 208 St

Street View Tree Locations

Lakes By the Bay Community Park



Street View Tree Locations



Street View Tree Locations



Street View Tree Locations



Street View Tree Locations



Street View Tree Locations



Street View Tree Locations



Lakes by the Bay Park





Exhibit B: GRANTEE FINAL REPORT
20__ Matching Street Trees Grants Program

Organization's name: _____
Person completing report and title: _____
Phone: _____
Email: _____

Submit Final Report by _____.

Narrative: In no more than two pages, please share the information below about the program supported by Miami-Dade County and Neat Streets Miami.

1. Summarize in a few sentences what you have accomplished to date: What you have done; for whom and how many; how they have benefitted? How many trees planted using grant funds and matched funds?
2. Have you accomplished to date what you expected to in terms of implementing the project? If not, why not? Did you encounter any unexpected challenges and if so what adjustments did you need to make?
3. Has this project had an impact on the broader community issue or systems you seek to improve? If so, how? Do you plan to sustain this program when our grant ends, and if so, what are your plans for doing so? Has our grant helped you secure other dollars or resources you need to sustain it? If so, please explain.

Optional: Tell us a story about the program's impact - one that reflects how this program is making a difference in people's lives or an accomplishment that makes you particularly proud.

Outcomes: Refer to Three Anticipated Outcomes, as described in awardee's grant application. What were the top three outcomes you wanted to achieve for those you reached and served that would show how participants were better off as a result of the program? What results did you achieve?

What was the desired outcome?	What were your results?

Did this project shade a bus or trolley stop? If so, please provide the location(s).

Did this project shade a gateway or transit corridor? If so, please provide the location(s).

Did this project shade a street leading to a park or a school? Did this project shade a park or school? If so, please provide the location and name of the park and/or school.

Did the organization enter into an interlocal agreement to report tree planting with Miami-Dade County? If so, provide a copy of the executed agreement. If not, please explain.

Outreach and Activities: List the main activities listed in your outreach plan in the grant application and provide information related to each

What was the activity? (Include where, when and how often activities took place.)	How many did you reach?

Financial Reporting: List invoice, invoice date, description of services, check number and check date associated with this project.

Invoice Number	Invoice Date	Description of Services	Check Number	Check Date	Check Amount

Required Attachments:

- Final Approved Budget
- Invoices
- Proof of Payment
- Final Approved Landscape Plan
- "After" photos illustrating how corridor was transformed.
- Data Tracking Report: include DBH and latitude/longitude coordinates for each tree planted with grant and match funds
- Outreach Efforts: Press Release, educational materials and photos of outreach efforts or other materials that reflect your work, its impact and any references to Miami-Dade County and Neat Streets Miami support.

Please submit this Exhibit B Grantee Final Report and related attachments by email in one PDF document to: Jennifer.Llorente@miamidade.gov