

**JACKSONVILLE TREE COMMISSION'S**  
**Level 3**  
**COMMUNITY ORGANIZATION TREE PLANTING PROGRAM**

**Application**

**A. Qualifications:** Applicants must meet the qualifications and attach the required documents as specified in the Jacksonville Tree Commission's Level 3 Community Organization Tree Planting Program.

**B. General Information:**

1. Legal Name of Organization: **Jacksonville Zoological Society, Inc.**
2. Organization Mailing Address: **370 Zoo Parkway, Jacksonville, FL**
3. Name & Title of Project Director/Administrator: **Chris Dailey, Horticulture Manager**
4. Contact Phone Number: **904-757-4463, ext. 113**
5. Contact Email Address: **daileyc@jacksonvillezoo.org**
6. Attach Proof of Eligibility as **EXHIBIT 1.**

**EXHIBIT 1 Includes: 1) E-1 IRS Letter of Determination; 2) E-2 Status of Good Standing Certificate; 3) E-3 Detail by Entity Name**

7. Attach Corporate Resolution Certification as **EXHIBIT 2.**  
**[EXHIBIT 2 Attached]**
8. Has the Applicant received an award or contract for a project from the City in the past? **Yes**
  - a. If yes, has the Applicant performed the projects awarded by the City? **Yes**
9. Has the Applicant been a past recipient of funds appropriated from the Tree Protection and Related Expenses Trust? **Yes**

- a. If yes, has the Applicant submitted all the required documentation now due from the previously funded projects? Yes

10. Has the Applicant ever been on the Council Auditor's Non-Compliance List? No

- a. If so, please explain: N/A

11. Project Partner Organizations & Businesses/Other Entities Collaborating: N/A

12. Location/Address of Planting Project: 370 Zoo Parkway, Jacksonville, FL

13. Have You Gained Approval from Public Property Owner/Administrator of Planting Site? Yes

- a. Please identify the department or agency that operates the property: Jacksonville Zoological Society, Inc.
- b. Attach Acknowledgement of Intent to Plant Trees as **EXHIBIT 3**. [EXHIBIT 3 Attached – authorized by Daryl Joseph]

14. Have you shared information about the project with the planting project location's City Council representative in writing?\_Yes

- a. Please provide copy of correspondence  
[ATTACHED: Letters to City Council Members (3)]

15. Anticipated number of volunteers & staff participating in planting project and describe activities:

14

16. Project Revenues: Please list known and anticipated sources of funding for the proposed project from all funding sources. Please include whether the funds are collected or committed: [Project funded through JZG's general operating account]

### **C. Project Design and Narrative:**

**For a complete outline of the criteria the Tree Commission evaluates, please refer to the Instructions. Please make sure, at a minimum, your Project Design and Narrative answers all of the criteria.**

1. Provide the number, species, and specific location of the design by:
  - a. Uploading the proposed design to <https://pg-cloud.com/JacksonvilleFL/#home> or through a similar visual design of the project; and
  - b. Attaching as **EXHIBIT 4**, the following:
    - Location Map (Exhibit 4A-1) and Schematic Planting Plan (Exhibit 4A-2), together these two documents, along with the professionally prepared Planting Plan, will become Exhibit A of the Grant Agreement;
    - Project Scope Narrative/Scope of Work (Exhibit 4B-1) and Plant Schedule (Exhibit 4B-2), together these two documents will become Exhibit B of the Grant Agreement; and
    - Project Performance Schedule (will become Exhibit C of the Grant Agreement).
  - c. The Tree Commission Approved Tree Planting List can be found on the Tree Commission webpage of the Public Works Department of the City of Jacksonville.
  
2. Rationale for Project, including the public benefit:

JZG is a leader in the Jacksonville area gardening community. Plants are our passion and sharing the world of plants with our 1,000,000 annual visitors is our mission. To accommodate increased visitation, JZG has begun a major initiative to improve the zoo and gardens. Part of this "master plan" is a new entrance and parking lot. The parking lot is the first and last landscape that guests experience, and we want everyone to arrive delighted, and depart with a deep appreciation for the natural world. A unique and inviting parking lot landscape of Florida native and Florida friendly trees and understory plants is our goal. Trees will provide shade for visitors and cooling of the area, food and habitat for wildlife, erosion control, stormwater filtration, and cleaner air. And it has been proven that trees help to create an environment where people are calmer and at ease, and crime rates are lower. To plant a parking lot without as many trees as possible would be a tragedy.

3. Total Project Budget in Spreadsheet.

a. Provide line-item expenses for all aspects of project within the following categories, and attach as **EXHIBIT 5** (will become Exhibit D of Grant Agreement).

- Administrative costs; \_\_\_\$10,224.29\_\_\_
- Design Consultant fee; \_\_\_\$3,150.00\_\_\_
- Construction cost; \_\_\_\$121,316.06\_\_\_
- Irrigation cost; \_\_\_\$74,500.00\_\_\_
- Cost of payment and performance bond, if required. \_\_\_N/A\_\_\_

b. Total amount of award requested: \_\_\_\$209,190.35\_\_\_

c. Any other sources of funding (collected or committed): \_\_\_N/A\_\_\_

4. Maintenance Analysis.

a. Describe impacts from the species being planted on public infrastructure (roads, sidewalks, drainage system) and utility infrastructure (above and below surface), with special attention to proposed species bi-products that require enhanced maintenance (fruiting, roots):

Our parking lot was designed with trees in mind. Most planting spaces are sufficient to support hardwood trees for many years without infrastructure damage. Smaller planting areas will be planted with Sabal palmetto that will not damage the confining infrastructure. No trees will be planted where they will conflict with aboveground utilities, underground utilities, drainage, traffic control devices, or traffic line of sight. Any tree pruning or debris cleanup will be done by our trained and equipped horticulturists.

b. Describe any extra maintenance that will be required to retain good appearance of trees based upon the location of such trees (i.e. if fruiting trees will be near pedestrian or vehicular traffic areas):

The horticulturists making up the JZG horticulture team have combined decades of experience maintaining public garden space, including a wide variety of trees. Care for the trees is considered from the beginning of the planning process. We will start with properly specified, high quality trees, installed properly. JZG horticulture team care of the trees will begin immediately and will continue indefinitely. All trees and accompanying native landscape will be mulched with local pine straw mulch. Pine straw mulch will be replenished as needed, indefinitely. A conservative fertilization program developed by the University of Florida will be implemented by our team during tree and landscape establishment. In line with our IPM program, the trees selected are not prone to pest problems, but if needed our IPM trained horticulturists are equipped to handle most pest and health concerns. It is our pleasure to take excellent care of these trees for a very long time.

c. Describe the watering or irrigation plan for the Planting Project:

For the water needs of the trees, a custom automated irrigation system is being installed. Sufficient, but not too much, water will be provided by this system monitored and adjusted by our team. After a few years of establishment, irrigation will cease, unless it is determined that supplemental irrigation is needed.

5. Operations Analysis.

a. Describe the requirements to keep planted trees healthy

To keep the trees healthy, the JZG horticulture team will care for the trees indefinitely immediately following installation. This will include weed control, fertilization, irrigation, pruning, mulch applications, pest scouting, and health evaluations.

b. Describe irrigation requirements, and if any is required beyond the first year:

Immediately following installation trees will be irrigated by a custom automated irrigation system every other day for a total of 60 days. After 60 days, or sooner if determined to be appropriate, irrigation will occur 1-2 days per week, depending on the time of year. Once the trees are established, irrigation will cease until it is determined that supplemental irrigation is needed. JZG horticulturists will indefinitely monitor the irrigation needs of the trees and adjust as needed. Maintenance and repair of the irrigation system will be the responsibility of the JZG horticulture team.

6. Identify the rationale for planting certain trees in certain place, i.e. “the right tree, right place” analysis:

The horticulturist responsible for the tree and landscape plan has been part of the JZG horticulture team since 1997. Many years of design, acquisition, installation, and maintenance experience and study have influenced the selection of tree species and where and how they are to be planted. Further considerations are species nativity, mature tree size, wind resistance, drought resistance, pest resistance, disease resistance, parking lot performance, lifespan, proximity to storm water ponds, maintenance needs, and traffic visibility. There is only one species of palm (Sabal palmetto), and they will be the only trees planted on small islands where they have been proven to be the best tree. There is only one species of tree not native to Florida and twelve that are north Florida natives. High quality trees will be hand selected from well-respected tree growers throughout north Florida. All trees will be handled and installed by the experienced and skilled JZG horticulture team following procedures backed by the University of Florida, Florida Nursery Growers and Landscape Association, and the International Society of Arboriculture. Future maintenance needs and care of the trees are considered in every plan decision, as we are the ones who will be taking care of these trees for many years.

Any deviations from the Tree Commission Approved Tree Planting List must be pre-approved by the Commission.

7. Attach the Jacksonville Tree Commission’s Level 3 Community Organization Tree Planting Program Affidavit as **EXHIBIT 6**.

8. Any other information Applicant deems important to the Application:     N/A    .

**EXHIBIT 5**  
(Exhibit D of Grant Agreement)

**COST BREAKDOWN**  
[Note: See attached budget]

#	DESCRIPTION	COSTS
1	<u>Administration</u> contract admin & servicing costs	\$10,224.29
2	<u>Design Consultants</u> in-house landscape design landscape plan drafting irrigation design	\$3,150.00
3	<u>Construction</u> plant material installation labor	\$93,275.00 \$28,041.07
4	<u>Irrigation</u> new parking lot system complete	\$74,500.00
5	<u>Payment &amp; Performance Bond</u> n/a city owner property	\$0.00
	<b>total parking lot tree project cost</b>	<b>\$209,190.35</b>

PARKING LOT TREE COSTS SUMMARY SHEET

12/01/2020

#	DESCRIPTION	COSTS
1	<b>Administration</b>	
	contract admin & servicing costs	\$10,224.29
2	<b>Design Consultants</b>	
	in-house landscape design	
	landscape plan drafting	
	irrigation design	\$3,150.00
3	<b>Construction</b>	
	plant material	\$93,275.00
	installation labor	\$28,041.07
4	<b>Irrigation</b>	
	new parking lot system complete	\$74,500.00
5	<b>Payment &amp; Performance Bond</b>	
	n/a city owner property	\$0.00
	<b>total parking lot tree project cost</b>	<b>\$209,190.35</b>

PROJECT ADMIN COSTS

12/01/2020

#	EMPLOYEE I.D.	DAILY RATE	DAYS	BASE COST	FRINGE MULTIPLIER	EMPLOYEE COST
1	Horticulture Manager	\$194.83	38.00	\$7,403.54	1.381	\$10,224.29
	<b>TOTAL ADMIN LABOR COSTS</b>					<b>\$10,224.29</b>



PROJECT DESIGN COSTS

12/01/2020

#	Design Consultant	Description	costs
1	JZG in-house design	landscape design	\$1,000.00
2	B & L Landscape	irrigation design	\$800.00
3	Prosser Landscape	drafting JZG plan	\$1,200.00
4	AIM	reproduction/blueprint	\$150.00
			\$3,150.00

## PLANT MATERIAL COSTS

12/01/2020

#	PLANT MATERIAL	SIZE	QUANTITY	UNIT COST	TOTAL COST
1	Quercus Virginiana-Live Oak	3-4", 16', RPG	43	\$425.00	\$18,275.00
2	Magnolia Grandiflora-Southern Magnolia	3-4", 16', RPG	10	\$675.00	\$6,750.00
3	Sabal Palmetto-Cabbage Palm	10-16 CT, Regen	56	\$250.00	\$14,000.00
4	Magnolia Grandiflora-Little Gem	3", 10' RPG	10	\$475.00	\$4,750.00
5	Quercus Geminata-Sand Live Oak	3" or 45-65 gal	15	\$300.00	\$4,500.00
6	Ilex X Attenuata-Eagleston Holly	4", 16', RPG	5	\$500.00	\$2,500.00
7	Quercus Michauxii-Swamp Chesnut Oak	7-30 gal	5	\$100.00	\$500.00
8	Vitex-Delta Blues	30-45 gal	12	\$275.00	\$3,300.00
9	Taxodium Distichum-Bald Cypress	3-4", 16', RPG	49	\$400.00	\$19,600.00
10	Ilex Cassine-dahoon Holly	3-4", 12-14', RPG	10	\$425.00	\$4,250.00
11	Ulmus Alata-Winged Elm	4", 16', RPG	6	\$475.00	\$2,850.00
12	Ilex Vomitoria-Weeping	15-30 gal	15	\$100.00	\$1,500.00
13	Magnolia Virginiana-Sweetbay Magnolia	2-3", 12', RPG or 45 gal	10	\$250.00	\$2,500.00
14	Delivery-estimated freight		1	\$8,000.00	\$8,000.00
	<b>total PLANT material costs</b>				<b>\$93,275.00</b>

## PROJECT LABOR COSTS

12/01/2020

#	EMPLOYEE I.D.	DAILY RATE	DAYS	BASE COST	FRINGE MULTIPLIER	EMPLOYEE COST
1	senior hort tech SK	\$118.80	38	\$4,566.67	1.381	\$6,306.57
2	senior hort tech CR	\$110.88	38	\$4,262.23	1.381	\$5,886.14
3	hort tech 2 DR	\$113.76	38	\$4,322.88	1.381	\$5,969.90
4	hort tech 2 HO	\$94.64	38	\$3,596.32	1.381	\$4,966.52
5	hort tech 2 AL	\$93.60	38	\$3,556.80	1.381	\$4,911.94
TOTAL LABOR COSTS						\$28,041.07

MASTER PLAN NEW PARKING LOT IRRIGATION		
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B & L Landscape	new parking lot irrigation system complete	\$74,500.00
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# CITY OF JACKSONVILLE NOTES

## GENERAL

All construction shall be performed in accordance with the approved plans and comply with all standard city policies and practices. City approval is contingent upon any required state or federal permit approvals such as those from the Department of Environmental Protection or the St. Johns River Water Management District (SJRWMD)

## UTILITY WORK

Plan approval through Development Services does not include utilities. Proposed water, sewer or electric construction must be approved separately through the respective utility company. In most cases, this will be

DEA  
DEA Team - 4th Floor  
11 W. Duval Street  
Jacksonville, FL 32202  
http://www.jac.org/development-services/development-services.asp

## WORK WITHIN THE RIGHT-OF-WAY

CITY: Except for new subdivision infrastructure construction, all work performed within a City of Jacksonville right-of-way or easement requires a Right-of-way Permit. The contractor performing the proposed work must have a current Right-of-way Bond on file with Development Services. Right-of-way Permit applications are processed at

Development Services Customer Service Counter  
Elevate Ball Building, 3rd Floor  
214 N. Hogan St.  
Jacksonville, FL 32202  
(904) 255-6972  
http://www.jac.org/csr

STATE: All work performed within a state right-of-way requires a permit from the Florida Department of Transportation (FDOT). It is the developer's responsibility to obtain required FDOT permits or maintenance-of-traffic approvals for work within FDOT right-of-ways. The FDOT regional office can be contacted at (904) 360-5200. Any changes to the approved plans needed for FDOT approval must be submitted to Development Services as revisions.

Adjacent State Roads \_\_\_\_\_

RAILROAD: Railroad companies may require special approvals or permits to work within their right-of-ways. It is the developer's responsibility to obtain permission from any railroad right-of-way owner before performing any work within their right-of-way.

## STORMWATER

Annual reports in compliance with the SJRWMD stormwater permits are required from the maintenance entity of all stormwater management facilities. Send copies of the reports to

Engineering and Construction Management  
Elevate Ball Building, 3rd Floor  
214 N. Hogan St.  
Jacksonville, FL 32202  
http://www.jac.org/development-services/development-services.asp

The owner of any project one (1) acre or larger is required to provide a Notice of Intent (NOI) in accordance with criteria set forth in the city's NPDES permit within 48 hours of beginning construction. Send NOI and NOI fee to

Florida Department of Environmental Protection  
NPDES & Stormwater Notice Center, Mail Station #29 (1)  
2700 Bay Street Road  
Tallahassee, Florida 32309-2409  
(904) 253-6112  
http://www.dep.state.fl.us/npdes/npdes.asp

The contractor shall contact the Environmental Quality Division, Erosion and Sedimentation Control Section (ESC) to provide verification that applicable stormwater permits have been obtained and to schedule a pre-construction ESC site inspection.

Environmental Quality Division  
607 North Lewis Street, Third Floor  
Jacksonville, FL 32202  
(904) 256-7222

## FIRE MARSHALL

Plan review and approval does not relieve the contractor of complying with all applicable State Fire Codes.

Underground mains and hydrants shall be installed, completed, and in service prior to construction work.

Underground contractor shall submit to the Fire Marshall for approval complete specs for all underground pipe and fittings relating to fire protection PRIOR to installation and inspection. Contractor shall include manufacturer's name and pipe ID along with contractor's state license number.

## LANDSCAPE

A Site Work Permit is required for this project.

Tree Fund payment is due: \_\_\_\_\_ inches at \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 Article 25 funds are due: \_\_\_\_\_ inches at \$ \_\_\_\_\_ = \$ \_\_\_\_\_

## TRAFFIC ENGINEERING

### TRAFFIC SIGNS

Metro Name (each) \_\_\_\_\_  
Standard (each) \_\_\_\_\_  
Stop/Yield (each) \_\_\_\_\_  
Design (per plat) 1 per plat  
Installation (per hour) 1 per 2 signs (rounded up)

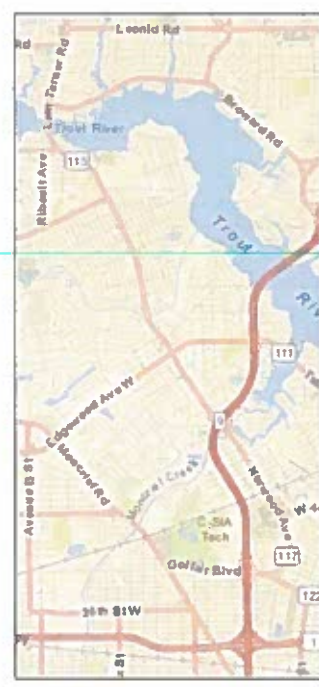
\_\_\_\_\_ Streetlights Required

NOTE: Traffic sign costs change from time to time. Consult Attachment B of the Land Development Procedures Manual (<http://ddpm.jacsv.com/>) for the current rates before paying for any sign installations.

No lane closures allowed from 7 a.m. to 9 a.m. and from 4 p.m. to 6 p.m.



PARKING  
3  
JAC  
SECTION 4



Prepared By:

**PROSSER**  
Community - Management - Energy - Relationships

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Office 904.739.3855  
Fax 904.730.3413

www.prosserinc.com

Florida Certificate of Authorization  
Number 00004050

ENGINEER OF RECORD

Name FRANCIS J.F. DOBLE P.E., Number FL #74918

Signature \_\_\_\_\_ Date \_\_\_\_\_