

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: May 16, 2007

Division: Airports

Bulk Item: Yes X No

Department: Florida Keys Marathon Airport

Staff Contact Person: James R. "Reggie" Paros/6002

AGENDA ITEM WORDING: Approval to award bid to Cay Clubs International LLC dba Cristal Clear Airport Services to provide an Airport Concession at Florida Keys Marathon Airport

ITEM BACKGROUND: See attached Additional Information Memo.

PREVIOUS RELEVANT BOCC ACTION: N/A

CONTRACT/AGREEMENT CHANGES: N/A

STAFF RECOMMENDATIONS: Approval

TOTAL COST: _____

BUDGETED: Yes No

COST TO COUNTY: _____

SOURCE OF FUNDS: _____

REVENUE PRODUCING: Yes X No

AMT MONTH 20% of gross taxable sales plus utilities

APPROVED BY: County Atty N/A OMB/Purchasing N/A Risk Management N/A

DOCUMENTATION: Included X Not Required

DISPOSITION: _____

AGENDA ITEM # _____

HOUSING AND COMMUNITY DEVELOPMENT
FLORIDA KEYS MARATHON AIRPORT
James R. "Reggie" Paros, Director/Manager
9400 Overseas Highway, Suite 200
Marathon, Fl. 33050
Telephone: (305) 289-6002/289-6060
Facsimile: (305) 289-6071

ADDITIONAL INFORMATION MEMO

TO: Monroe County Board of County Commissioners

FROM: James R. "Reggie" Paros, Director
Housing and Community Development
Florida Keys Marathon Airport Manager

SUBJECT: Award of bid to Cay Clubs International LLC dba Cristal Clear Airport
Services for an Airport Concession at Florida Keys Marathon Airport

DATE: May 1, 2007

Bids for an Airport Concession for Food/Beverage/Newsstand/Sundries/Gifts at the Florida Keys Marathon Airport were opened at the Purchasing Department, Key West, on April 10, 2007. Only one bid was received from Cay Clubs International LLC dba Cristal Clear Airport Services, see attached Bid Tabulation Sheet and proposal.

We request to award the bid to Cay Clubs International LLC dba Cristal Clear Airport Services to provide the airport concession at Florida Keys Marathon Airport. The contract will be prepared and placed on the agenda for approval at the June BOCC meeting.

JRP/sd

RECEIVED

APR 11 2007

BY:

**BUDGET AND FINANCE DEPARTMENT
PURCHASING OFFICE
TABULATION SHEET**

OPEN DATE: April 10, 2007 AT 3:00 PM,

TITLE: AIRPORT CONCESSION AT FLORIDA KEYS MARATHON AIRPORT

RESPONDENT	BID BOND	TOTAL PRICE
CAY CLUBS INTERNATIONAL LLC DBA CRISTAL CLEAR AIRPORT SERVICES	N/A	BID OPTION 2 : 20 % OF GROSS TAXABLE SALES AS EVIDENCED BY THE MONTHLY FLORIDA SALES TAX RETURN FOR EACH CALENDAR MONTH PLUS UTILITIES

Bid Committee Present: Carlos Victores - Purchasing Office
Members of the Public Present: None

I hereby certify that this is a true and correct copy of said bid opening and that all bidders listed above have been checked against the State of Florida Convicted & Suspended Vendor listings. All bids listed above were received by the date and time specified.

Bid Opened By: Carlos Victores - Purchasing Supervisor

BID PROPOSAL FORM

BID TO: MONROE COUNTY BOARD OF COUNTY COMMISSIONERS
C/O PURCHASING DEPARTMENT
GATO BUILDING ROOM 1-213
1100 SIMONTON STREET
KEY WEST, FLORIDA 33040

BID FROM: Coy Clubs International LLC
CRISTINA CLEAN AIRPORT SERVICES LLC

Bid Price for Airport Concession (space rental) will be paid to Monroe County at the following rate:

BID OPTION 1: Includes Space 125 only (approximately 130 square feet and washroom approximately 30 square feet)

 % of the Gross Taxable Sales, as evidenced by the monthly Florida Sales Tax Return, for each calendar month (plus utilities).

OR

BID OPTION 2: Includes Space 125 (approximately 130 square feet and washroom approximately 30 square feet) AND Space 127 (approximately 306 square feet)

20 % of the Gross Taxable Sales, as evidenced by the monthly Florida Sales Tax Return, for each calendar month (plus utilities).

The undersigned, having carefully examined the work, specifications, proposal, and addenda thereto and other Contract Documents for the services of:

AIRPORT CONCESSION AT FLORIDA KEYS MARATHON AIRPORT

The Contractor, in submitting the foregoing proposal, agrees to comply with all contract specification documents.

I acknowledge receipt of Addenda No. (s) _____

(Check mark (✓) items below, as a reminder that they are included.)

I have included the Bid Proposal which entails: Bid Proposal Form with proposed sample list of items to be offered for sale ; the Non-Collusion Affidavit ; the Lobbying and Conflict of Interest Clause ; and the Drug Free Workplace Form . In addition, I have included a current copy of Monroe County Occupational License ; Insurance Agents Statement ; and all requirements as stated in Section One, Article 1.04 Paragraphs A through D.


Print Name DAVID SCHWARTZ Title MANAGER

Mailing Address: 18167 US Hwy 19 N Telephone: 727-450-5900

Suite 500 Fax: _____

Clearwater FL 33764 Date: 4/4/07

Signed: [Signature] Witness: Joseph M. Brennan
(Seal)

 **Joseph M. Brennan⁸**
Commission #DD276482
Expires: Dec 21, 2007
Bonded Thru
Atlantic Bonding Co., Inc.



Proposal to Marathon Airport for Concessionaire Services

Cristal Clear Airport Services LLC (“Cay Clubs”) would like to formally submit this offer to provide permanent concessionaire services to the Marathon Airport

Cay Clubs International LLC currently holds the contract for Delta Airlines ticketing and outside services and operates Cristal Clear Aviation FBO at the Marathon Florida Keys Airport. In the community of Marathon we currently operate the Tranquility Bay Resort and Butterfly Cafe, Marathon Cay Club Marina with Cabots Restaurant, Indigo Reef, Sombrero Cay Club Resort and Marina with Latitudes Restaurant along with Cristal Clear water sports that also consist of fully equipped retail outlets.

Cay Clubs would provide in spaces 125 and 127 of the terminal building an airport style snack and refreshment center which would offer assorted beverages, a coffee station, fresh Krispy Kreme donuts, bagels, fruit cups, granola style snacks, deli style pre-wrapped sandwiches, breakfast sandwiches, assorted chips, crackers, mints, gum, candy and other express food items.

Also, we would include assorted sundries; over the counter medicines, toiletries and other items normally found within an airport concession center; a news section to include daily local newspapers, USA Today, Miami Herald and other reading materials. A comfortable space will be created for travelers through the addition of a “Keys” style area including plants, art, tables and chairs.

For the traveler’s convenience, Cay Clubs is willing to provide and maintain Free Wireless Internet, 2 Flat Screen televisions at either end of the departure lounge for such programs as CNN and the Weather Channel along with an ATM machine in the main concession area.

Cay Clubs is prepared to provide a satellite concession area in the departure lounge should this area become available in the future.

Additionally, a “Florida Keys” gift area within the concession will be stocked with novelty items such as t-shirts, postcards, maps, souvenirs and other related materials.

Cay Clubs is amenable to any other suggestions you may have for specific additional inventory items.

Proposed hours of operation would be 8:00 A.M. to 6:00P.M. 365 days per year

As consideration for granting this temporary concession, Cay Clubs will pay, as a concession fee, 20% of Gross Taxable Sales, as evidenced by the monthly Florida Sales Tax Return; such payment to be submitted to the Monroe County Board of County Commissioners, Monroe County, Florida by the 25th day of the following month.

Utilities in the terminal will be paid at a surcharge of \$346.45 per month and adjusted for the Consumer Price Index (CPI) each year.

Cay Clubs would assume responsibility for all necessary permits, licenses and insurance required for the operation of the concession.

If we could elaborate on any point or provide additional information, please do not hesitate to contact me. We look forward to a prompt response so that preparations can commence immediately.

Sincerely,



Mark Charles
Regional Food and Beverage Director
Cay Clubs International LLC
markcharles@cayclubs.com;