



**MEMORANDUM**  
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**TC**  
Agenda Item No. 6 (A)

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TO: Honorable Chairperson  
and Members of the  
Transportation Committee

DATE: **December 10, 2004**

FROM: Kay M. Sullivan, Director  
Clerk of the Board

SUBJECT: Approval of Commission  
Committee Minutes

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The following Clerk's Summary of Minutes is submitted for approval by the Committee:

- November 23, 2004

KS:as  
Attachment

**CLERK'S SUMMARY OF AGENDA ACTION  
AND OFFICIAL MINUTES  
TRANSPORTATION COMMITTEE MEETING  
MIAMI INTERNATIONAL AIRPORT  
NOVEMBER 23, 2004**

**I. OPENING AND INTRODUCTIONS**

The Transportation Committee convened at 2:36 p.m. in the Fourth Floor Auditorium, Concourse A, Miami International Airport, there being present Chairperson Dennis Moss and Commissioners Bruno Barreiro and Barbara Jordan; (Commissioners Jose "Pepe" Diaz and Joe A. Martinez were absent); Assistant County Attorney Joni Armstrong-Coffey; Interim Director of the Aviation Department Dr. Carlos Bonzon; Assistant Aviation Director Susan Warner-Dooley; Miami-Dade Aviation Department Manager of Commercial Operations Dr. Patricia Ryan; Miami-Dade Aviation Chief of Minority Affairs Howard Gregory; MIA Civil Environmental Engineering Division Manager Pedro F. Hernandez, P.E.; and Deputy Clerk Alicia Stephenson.

Chairperson Moss called the meeting to order at 2:36 p.m. and asked the Committee members and staff to introduce themselves.

Chairperson Moss thanked Dr. Carlos Bonzon for accepting the appointment of Interim Director of the Aviation Department.

**II. CITIZENS' PRESENTATIONS**

Mr. James O' Riley, Miami Dade Aviation (MDAD) Department employee and President of MDAD's union, committed to making the airport the best on behalf of the union and welcomed Dr. Carlos Bonzon as Interim Director of the Aviation Department.

**III. DISCUSSION ITEMS**

**a. Director's Comments**

Dr. Carlos Bonzon, Interim Director of the Aviation Department, welcomed Commissioner Barbara Jordan to the Miami-Dade Board of County Commissioners. He expressed pride in Miami International Airport (MIA) and its employees, and expressed his knowledge of MIA's critical issues.

Dr. Bonzon stated that a recruiting firm to conduct a national search for an Aviation Director should be selected before Christmas. The County Manager would appoint a committee of community members and County staff to screen candidates.

According to Dr. Bonzon, the new Deputy Director of the Capital Improvements Program at M.I.A., Mr. John Cosber, had 30 years of engineering experience and would start on December 1, 2004.

Dr. Bonzon stated that American Airlines reduced fares and therefore became the fifth low cost carrier at M.I.A. Chairperson Moss stated that this could return traffic to M.I.A.

Dr. Bonzon made the following points about funding:

1. Congressman Kendrick Meek secured \$1 million for the Opa-locka tower
2. Opa-locka needed another \$4 million to build the tower
3. Congressman Lincoln Diaz-Balart sought funding to strengthen the runway

#### **b. North/South Concessions Program Update Report**

Dr. Patricia Ryan, Manager of Commercial Operations, MDAD, presented each of the recommendations outlined in the supplemental report entitled “MIA Miami Dade Aviation Department November 30, 2004/North and South Retail Concessions Request for Proposal Supplemental Report”, (pages 1-3). The Aviation Department staff reviewed the industry comments regarding the proposed RFP and developed these recommendations as instructed by the Transportation Committee members at the October 25, 2004 briefing.

Following questions from Commissioner Moss regarding the one (1%) percent construction administration fee, Dr. Bonzon noted staff would revisit this matter and determine whether the fee was fair before accepting bid proposals.

Chairperson Moss opened the floor for feedback on the foregoing recommendations. Mr. Derryl Benton, Vice President of Business Development, The Hudson News, appeared before the Committee and expressed support of number 6 (above), which recommended increasing the percentage by prime concessionaires from 50% to at least 60%. Mr. Bento also expressed concern regarding items 3 and 11 (above); and concerns that when a tenant’s space is bought out for public use, the tenant should get their investment back.

Ms. Carol Ann Taylor, “Miami to Go” and “Little Havana to Go” appeared before the Committee and presented a question which was answered by Mr. Howard Gregory, Chief of Minority Affairs, MDAD.

Commissioner Barbara Jordan asked the Aviation Department Interim Director, Dr. Carlos Bonzon, to work with the County Attorney’s Office to develop maximum/minimum DBE standards for inclusion in Request for Proposals (RFP’s), including cost-shifting prohibitions, for consideration at the January 13, 2005 Transportation Committee meeting and approval at the January 20, 2005 County Commission meeting.

#### **c. Duty Free RFP**

Dr. Ryan noted that the report entitled “Miami Dade Aviation Department Transportation Committee Briefing Duty Free and Tax Free RFP Summary” reflected that

1. the original proposal due date in January, 2005 was revised to March, 2005 and
2. members of the community may need 120 instead of 90 days from turnover before the first duty free store opened

Dr. Ryan presented each of the recommendations outlined in the supplemental report entitled "Miami-Dade Aviation Department Board of County Commissioners Meeting November 30, 2004 Duty Free Concessions Request for Proposal Supplemental Report" (pages 1-2). The Aviation Department staff reviewed the industry comments regarding the proposed RFP and developed these recommendations.

Chairperson Moss asked the Aviation Department Interim Director, Dr. Carlos Bonzon, and Assistant County Attorney Joni Armstrong-Coffey to determine the feasibility of increasing the timeframe in the RFP for the Duty Free Concessionaires from 90 days to 120 or 150 days, as requested by Mr. Joe Lyons, Vice President of DFS Business Development. Dr. Bonzon and Ms. Armstrong-Coffey were also asked to review Mr. Lyons' comments that the current minimal annual guarantee (MAG) used by M.I.A. in the rent formula may negatively affect the concessionaire and to consider whether using the traditional MAG suited the goals and objectives of M.I.A. better.

#### **d. Sixth Amendment-Center for Airport Management (CAM)**

Chairperson Moss asked the Aviation Department Interim Director, Dr. Carlos Bonzon, to ensure that all issues/concerns raised by concessionaires were addressed before the January 13, 2005 Transportation Committee meeting, and that the partners on the Consulting Services Agreement for Airport Management Contract be fully involved in the process.

#### **e. MIA Mover APM System**

In Dr. Bonzon's summary of his PowerPoint presentation, he stated that:

1. FDOT agreed to complete the people mover between the Miami Intermodal Center (MIC) and the MIA terminal 2 years after the Rent-A-Car Facility commenced operation,
2. the Airport requested to use the Design, Build, Operate and Maintain (DBOM) procurement method to minimize its costs,
3. operation and maintenance in the contract for the MIC mover was for 5 yrs., with optional termination after 30 day notice and 2 additional five year options, and
4. operation and maintenance costs would be evaluated at the time of proposal.

Dr. Bonzon responded to Chairperson Moss that the Miami-Dade Transit downtown people mover technology could be utilized in new technology at the Airport.

## **f. Fuel Farm Operation Status Report**

Mr. Pedro Hernandez, Manager, Civil Environmental Engineering Division, MIA, presented the “MIA Jet Fuel Distribution System Highlights.”

He stated that in July 2004, nineteen people were arrested in connection with illegal activity in the fuel farm.

In response to Chairperson Moss, who stated that the illegal activity raised questions of whether checks and balances at the Airport were sufficient, Dr. Bonzon stated that the Airport acquired a compliance section to exercise checks and balances and that he asked the OIG to inspect the airport for illegitimate activity.

Mr. Hernandez discussed measures being taken to monitor fuel in tanks.

Dr. Bonzon committed to having Ms. Cathy Jackson, Audit Director, MDAD and the Office of the Inspector General inspect the Airport again.

### **Non-Agenda Item**

Mr. Rick Katz, Florida Department of Transportation/MIC, provided background on the MIC/MIA. In his progress report, he stated that as part of the Five Year Work Program, project partners had acquired Rights-of-Way, were building Rights-of-Way for The Rent-A-Car Facility, and would construct Rights-of-Way for the Central Station (the transportation hub) next.

He stated that the Five Year Work Program included the Terminal Access Roadways and the MIC-MIA Connector.

Mr. Katz said that project partners were resolving how to allocate space to companies inside the Rent-A-Car facility. At the request of the Transportation Committee, Mr. Katz stated, FDOT/MIC Management Group and MDAD surveyed companies to verify whether small companies were responding to the same criteria for space allocation as larger firms. FDOT and MDAD then allocated space and, at the Committee’s request, informed companies of the direct cost of acquiring the space.

Chairperson Moss asked Mr. Rick Katz, Florida Department of Transportation/MIC consultant, to provide each Transportation Committee member with a listing of spaces for Rent-A-Car companies in the Miami-Intermodal Center.

During discussion of allocation of space to Rent-A-Car companies, Mr. Katz stated that if the County Attorney ruled that Global Rent-A-Car could be part of the Rent-A-Car facility, the consultant and project partners would redistribute space. In response, Chairperson Moss tabled his idea to draft language for concessions agreements ensuring that smaller companies receive the first offer of vacant space.

According to Dr. Bonzon, Requests to Advertise for Duty Free and Specialty Retail were scheduled for the Board of County Commissioners meeting of November 30, 2004 and he requested permission to advertise before February 25, 2005.

#### **IV. ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 4:43 p.m.

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Dennis C. Moss, Chairperson  
Transportation Committee