

**LETTER OF INTENT
TO SEEK A REQUEST FOR PROPOSAL FOR A FEASIBILITY STUDY**

*Mr. Thomas Klinker
Financial Services Director*

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Flagler County Board of Commissioners

The 109 Fund Conference Committee and the Tourism Development Council, upon approval of the Flagler County Board of Commissioners would like your department to draw up a Request for Proposal on a Feasibility Study for a Conference Center in Flagler County.

The parameters of this Feasibility Study should contain the following:

- 1. Purpose/Concept of a Conference Center in Flagler Co. (Sports activities/ small meetings/local functions/corporate outings*
- 2. Evaluation of best location utilizing possible county land or land lease from cities within Flagler County...or purchased site.*
- 3. Potential for need of such a facility within Flagler County and surrounding counties*
- 4. Growth projections of this area (Flagler County) within 30 years in local growth as well as tourism potential.*
- 5. Economic potential of the Conference Center in relation to jobs created and income generated from tourism tax revenues.*
- 6. Range of services said Conference Center can provide to the community*
- 7. Projected size and capacity of facility proposed based on above data.*
- 8. Proposed financial projections for 10 years after completion of Conference Center*