

**Open data interface, ODI**  
ESTEC/RFQ 3-12487/08/NL/AT  
IRF ref: Dnr 23-231/08

**Minutes of Negotiation Teleconference 08-10-20 (09:50-10.40)**

**Participants:**

Annika Tenho and Hugh Evans; ESA/ESTEC, Noordwijk

Lars Eliasson; Swedish Institute of Space Physics, Kiruna

Peter Wintoft; Swedish Institute of Space Physics, Lund

**Opening**

A. Tenho opens the meeting.

It is agreed that L. Eliasson will be responsible for the minutes from the meeting.

**Description of the ODI proposal and clarifications**

P. Wintoft presents the goal of the project and briefly the content of the different work packages. H. Evans commented that the system overview should be updated to reflect that the database tools are being used for all data components of the project.

**Action item 1:** Peter Wintoft shall update Slide 5 of the presentation with the database tools as the interface between the SQL database and the SAAPS/SPENVIS/SEDAT tools.

P. Wintoft presents the response to the clarifications asked by ESA. H. Evans comments that the project should try to include as much commonality between the different parts as possible.

P. Wintoft informed that contacts have already been taken with the SEPTEM project. A meeting with the SEPTEM project was not found necessary because information can be exchanged via email or other contacts.

P. Wintoft informed that the project web site address is: <http://www.lund.irf.se/odi>, and the userid/pwd is odi/rakki.

P. Wintoft clarified that WP700 includes project management tasks.

It is agreed that the SAAPS/SPENVIS and SEDAT applications shall only read from the database, and not write to the database.

It is agreed that an updated version of the project description and the response to the requests for clarification shall be attached to these minutes.

**Schedule**

Start of activity

It is agreed to start the project 20 October 2008.

Meeting schedule

It is agreed to have the delivery of the final report on 20 October 2009 and that the PM2 shall be held during the last week of April 2009.

Payment plan

It is agreed that IRF shall invoice via EFIS and that the payment plan shall be:

- 17.5 k€ as advance payment,
- 22.5 k€ as progress payment at PM2 milestone completion, and
- 10 k€ as final payment.

**Progress reports**

It is agreed that the contractor shall submit monthly progress reports by email to Hugh Evans as well as keeping them on the special ODI web site.

**Draft contract**

The draft contract was discussed.

*Action item 2:* Annika Tenho shall send a draft contract for approval to L. Eliasson after acceptance of the minutes from this meeting.

**Others**

The teleconference negotiation meeting was considered successful and constitutes the formal kick-off for the contract.

For signature:

.....  
Lars Eliasson

.....  
Peter Wintoft

.....  
Annika Tenho

.....  
Hugh Evans