



REQUEST FOR PROPOSAL

Feasibility and Conceptual Study Kiruna Science Center

A space visitor and science center

Issue date: 24 June 2013

Kiruna Lappland Ekonomisk Förening
Org nr 716465-4548

List of contents

1. Introduction and purpose	3
1.1 Purpose of the RFP - Request For Proposal	3
1.2 Objective - a center of excellence and world attraction	3
1.3 Content of the feasibility and conceptual study	4
2. Background information	5
2.1 National project for developing sustainable world class destinations	5
2.2 The tourism industry in Kiruna	5
2.3 The mining industry in Kiruna and the transformation of Kiruna town	6
2.4 The aerospace industry in Kiruna	6
2.4.1 Kiruna Airport – Swedavia	6
2.5 Science & Research	7
2.5.1 The Institute of Space Physics	7
2.5.2 Abisko Scientific Research Station	7
2.5.3 Tarfala Scientific Research Station	8
2.6 The space industry	8
2.6.1 Spaceport Sweden	8
2.6.2 SSC’s Esrange Space Center	9
2.6.3 Vidsel test range	9
2.7 The professional and civilian forces	9
2.7.1 The police force	9
2.7.2 The police helicopter unit	10
2.7.3 The civilian mountain rescue teams	10
2.7.5 The armed forces & military training	10
3. RFP response and selection information	12
3.1 Distribution, information and contact	12
3.1.2 Information	12
3.1.3 Contact – the RFP manager	12
4. Conditions governing the RFP process	12
4.1 Sequence of events	12
4.2 Explanation of events	13
4.3 General requirements	13
4.3.1 Requirements	14
4.3.2 Financial	14
4.3.3 Pricing, currency and budget	14
4.4 Handling of submitted responses	14
5. Response format and organization	15
5.1 Response format	15
5.2 Response organization	15
6. Proposal evaluation criteria	16
7. Performance and delivery of the study	16
7.1 Start up meeting	16
7.2 Feasibility and Conceptual Study Kiruna Science Center	16
7.5 Presence, implementation and after the study	17
8. Additional background information	17
9. References	18

1. Introduction and purpose

1.1 Purpose of the RFP - Request For Proposal

Spaceport Sweden, on behalf of Kiruna Lappland Ekonomisk Förening, is seeking proposals to support in the planning and development of a space visitor's and science center at Kiruna Airport, the proposed site for Spaceport Sweden, in Kiruna, Swedish Lapland.

Commercial suborbital human spaceflight is under development and within the next couple of years; spaceflights will be available for tourism, research, technology testing, education etc, starting in the USA. Space operators such as Virgin Galactic, XCOR, SXC among others, are already looking at Spaceport Sweden as a potential launch site as the industry goes global.

Spaceport Sweden was inaugurated in 2007 aiming to establish a world leading spaceport and Europe's gateway to space at Kiruna Airport. Acting as a catalyst, Spaceport Sweden has become a thought leader internationally and is actively working to develop Kiruna as a center of excellence, featuring a wide-array of educational experiences, training and development programs supporting the future suborbital manned spaceflights, already offering learning space adventures on the ground and in the air.

Kiruna is already one of the world's premier space cities since 1957 when the Swedish Institute of Space Physics was established. Further in 1966, Esrange Space Center, a suborbital rocket & balloon range and research infrastructural facility, was built by the European Space Agency, now managed by the SSC Group (Swedish Space Corporation), since 1972.

Building on the many science related industries in Kiruna, ranging from the aerospace industry to the mining, adding military training, mountain rescue, research institute and university education in combination with tourism, the purpose of this study is to propose a method(s) to procure, structure, implement and maintain operation of visitor services building on the breadth of industries and services to sustain a scalable visitors science and training center in Kiruna.

1. 2 Objective - a center of excellence and world attraction

The objective is to develop, based on a market and feasibility study, and present a conceptual plan for a "Space Visitor & Science Center" at Kiruna Airport.

Capitalizing on the existing science related industries in the area such as aerospace, mining, armed forces, academia and research in combination with tourism the objective is to establish a hub and platform for cross-industry collaboration building on science, adventures, education, research, training and innovation.

1.3 Content of the feasibility and conceptual study

The study shall contain the following elements:

A. Forecast, market share and economic benefit for Kiruna

- Based on recent launch forecast ¹ for suborbital manned spaceflights, evaluate and present potential market share for Kiruna, Sweden Lapland
- Present the potential for attracting operators to Kiruna and key incentives to attract establishment
- Present the potential for attraction ancillary businesses to Kiruna, for example within science, research institutes and related businesses
- Present key target groups and demand for such businesses
- Economic impact; economic activity, earnings, jobs
 - Spaceport and tourism
 - Spaceport, tourism and a visitors and science center combining the different industries in Kiruna; aerospace, mining, armed forces, research, education and tourism

B. Exhibits and simulators for transformative learning and training

- What themes should be associated with the visitors experience
- Suggest exhibits and new technology or ideas for interactive and transformative learning
- Building on the multi-industry base in Kiruna, what opportunities are there to develop multi-use simulators;
 - i. Centrifuge
 - ii. Wind tunnel (for people)
 - iii. Flight simulator
 - iv. Mining simulator
 - v. Or other type of physical or space / science related experience.

C. Location, architecture and operations

- Evaluate and present potential location/s for a space visitors and science center
- Propose sustainable infrastructure and architecture including operations costing

D. Costs, revenue plans, investment and sponsorship strategy

- Present approx. cost, pricing and future revenue streams for suggested content in the space visitor and science center
- Present a sponsorship strategy corresponding to the potential exhibits and simulators.

¹ Tauri Group and Futron, for example

2. Background information

2.1 National project for developing sustainable world class destinations

The tourism industry is one of Sweden's fastest growing industries where the national objective is to double the industry turnover, revenue, jobs and visitors until the year 2020.

As part of this, the Swedish Government has initiated a national project to help develop sustainable and competitive world-class destinations where of which Kiruna has been selected, much due to the potential of space tourism.

The overarching objective of the three-year project, running from 2012 until end of 2014, is to develop a master plan for the tourism industry in Kiruna and strengthen the potential to reach the objectives of growth for 2020. It will also help position the industry in the county and help attract talent, investments and entrepreneurs in building for the future.

The project is further broken down in four prioritized areas with specific activity plans;

Part 1: Attractive and assessable Kiruna

Part 2: Kiruna Science City – a year round world attraction

Part 3: Collaboration between the tourism industry and academia

Part 4: Long term sustainable financing

The focus for this request for proposal and project is focus are 2; *Kiruna Science City* – developing a round year world class destination with space as a platform.

2.2 The tourism industry in Kiruna

The tourism industry of Kiruna originated just over 100 years ago with the main attractions being the untouched nature and wilderness, the natural space phenomena of the northern lights and the midnight sun, untouched rivers, the mountains featuring Sweden's highest peak Kebnekaise, the ICEHOTEL, snow and ice adventures as well as the mine and traditional cultures including the indigenous people of Sweden, the Sami.

Kiruna attracts both leisure and business travellers due to its location and exotic offering of unique and exclusive adventures. Further, there is a growing interest among groups across the world for various technical visits to Kiruna – studying the transformation of the town as its moving due to the expanding mining industry, as well as science related visits focusing on the space and mining industry.

The tourism industry is of growing importance and in 2011 the Kiruna area had 526 000 commercial bed nights. Adding visits to friends and family, second homes as well as day visits, it accumulates to 1 106 000 visits.

Just over 550 people are full time employed in the industry in Kiruna and the annual turnover is 566 million SEK with the target to at least double this until year 2020.

Kiruna is located in the Sweden's northern most region, Swedish Lapland, which has a total of 2 500 000 bed nights per year, Kiruna being the foremost destination.

The tourism industry in Kiruna is organized via Kiruna in Swedish Lapland (Kiruna Lapland Ekonomisk Förening), an association of 130 local companies.

The tourist office in Kiruna has 40 000 visitor a year and is also run by Kiruna Lapland .

<http://www.kirunalapland.se/en/Home/>

2.3 The mining industry in Kiruna and the transformation of Kiruna town

Kiruna is a fairly young town and was founded in year 1900 as a result of the growing mining industry. <http://www.kommun.kiruna.se/Om-kommunen/English/History/>

The mine is largest underground iron ore mine in the world and LKAB, a state owned company in charge of operations, is world leading when it comes to technical development and processing of the mineral, running the most high-tech operations.

<http://www.lkab.com/en/About-us/Overview/>

LKAB further has an underground visitor center (InfoMine) as well as local visitor centers close to the major mines in the area (LKAB has mines in Kiruna, Svappavaara and Gällivare/Malmberget), and around 30 000 people visit the InfoMine every year. LKAB intend to increase the information and public outreach but the increasing production may cause problem for the public to visit the underground in a near future, hence the company are interested in the seeing a cross-industry and multiuse science center concept, as per this RFP.

LKAB will by the law be financing major parts of the new Kiruna, based on the areas that are called for redemption due to the expansion of the mine. That also includes being involved in new buildings and establishment in close cooperation with the city of Kiruna.

<http://www.lkab.com/en/Future/Urban-Transformations/>

The railroad was built around the turn of the 20th century with the purpose to transport the ore for further shipping from the harbors on both coasts (today 30% of LKABs total production goes east and is shipped from Lulea, about 70% is shipped from Narvik, Norway).

<http://www.trafikverket.se/Privat/Projekt/Norrbotten/Malmbanan/>

With the railroad the access to the remote location of Kiruna was made easier and the first to come after the rail- and mineworkers were scientists, tourist and explorers.

2.4 The aerospace industry in Kiruna

2.4.1 Kiruna Airport – Swedavia

The airport is the most common gateway to the destination with an increasing number of passengers. Domestic connections dominate but also Copenhagen, London and now also Tokyo is to be found on arrival schedule, most via tourism business initiative as charters and seasonal arrivals. The airport was established in 1960 and has today 200 000 passengers annually and 1 300 landings annually.

The airport is one of ten major national airports in Sweden. The location is strategic to several companies, both suppliers and others, and therefore investments are continuously made to increase the businesses on the airport. The major airline serving Kiruna is SAS-Scandinavian Airlines.

Swedavia AB, a public company is responsible for all ten major airports in Sweden. On April 1, 2010, the company Swedavia was formed, with the Swedish State as the sole owner. Swedavia has provided a master plan for Kiruna Airport including also the spaceport objectives partly but most of all a living airport with hotel, shops, restaurants and activities – an “airopolis”. <http://www.swedavia.com/airports/kiruna-airport/>

Kiruna Airport is also host to testing and development where clients such as Boeing, NASA, Volvo, FAAM and more come to test their aircrafts and material in a subarctic climate also capitilizing on the vast restricted airspace as a unique asset in the area.

Car testing is also a frequent occurrence in the area.

The airport hosts an airport terminal of 2500 m². The elevation of the airport is 460 m and direction 03/21. The runway is 2502 meters long and 45 meters wide and the taxiways have a width of 23 meters. The airport can manage aircrafts of a wing width of maximum 52 meters. The runway had a new surface in 2004 and durability is rated at PCN 60.

Airport tower has three floors and also serves flight weather information. Fuelling, de-icing, fire- & rescue and other passenger- and aircraft services are provided by Swedavia on site or via their partners (SAS, Shell etc.).

There are three hangars on airside:

- Nr 1 is smaller for private aircrafts, helicopters and flying schools.
- Nr 2 is used for commercial traffic aircraft overnight and maintenance.
- Nr 3 is "Arena Arctica" – a 5000 m² hangar that can host a Boeing 747-400.

Connected to Arena Arctica there is a 700 m² facility including offices, catering, accommodation and rooms that can be used as preparation and/or scientific labs. User except flight companies and scientist are also exhibitions and events, that easily turn the arena into what ever is the need.

Swedavia has during the past two years been producing and implementing a Master plan for development and transformation of the existing airport into a future Air- and Spaceport. Spaceport Sweden has been involved in the Master plan and a developing project is ongoing in stage 1 of the transformation, started 2011.

This plan will be evaluated and incorporated in the feasibility and conceptual study of this RFP.

2.5 Science & Research

2.5.1 The Institute of Space Physics

The Institute of Space Physics, IRF, was established already in the 1960s.

<http://www.irf.se/Offices/Kiruna/?chosen=offices>

The northern light attracted scientist to study the space-phenomena and today the institute employ around 80 people . The facility is located near the airport and was once perfect for the optical studies of the sky but as the city is moving closer and the airport is expanding it causes disturbance of the optical instruments. New instruments have been located remotely and data is collected and studied and the institute.

The institute is further host to scientists and technicians that develop space probes for research missions into the solar system, in collaboration with the European Space Association. Space Campus, where IRF is located, is also host to a division of the Luleå University of Technology who is running two space programs on site <http://www.ltu.se/ltu/Kontakta-oss/LTU-i-Kiruna?l=en>

The IRF and Space Campus are seeing a greater demand among visitors, in particular focusing on the northern lights, and does provide outreach as part of its operations, however, resources are scarce hence they are struggling to meet the increasing demand. .

Exhibitions are few and very small and mostly dependent on very experienced personnel to be fully explained. As a result there is a great interest to collaborate and evaluate options going forward as part of the studies and concept in the is RFP

2.5.2 Abisko Scientific Research Station

Abisko Scientific Research Station is located 110 km west of Kiruna C, and is run by the Swedish Polar Research Secretariat which was established already in 1903.

This was at the same time that the Abisko National Park was founded, one of Europe's oldest National Parks that inspired Carl von Linné in his fundamental work.

Today the research focuses mostly on monitoring, experimenting and scientific modeling on environmental and climate change. <http://www.polar.se/abisko>

2.5.3 Tarfala Scientific Research Station

Tarfala is located about 75 km west of Kiruna in the mountain area accessible only by foot, snowmobile or helicopter.

The Department of Physical geography and quaternary geology at Stockholm University runs the facility that has one of the worlds' longest series of measurement on one single glacier, the Storglaciären. Scientist from all over the world pay visits on a regular basis. The environment is challenging for the scientists and researchers due to the high alpine area it is located in.

<http://www.ink.su.se/english/tarfala-research-station/tarfala-research-station-1.53731>

2.6 The space industry

2.6.1 Spaceport Sweden

Inspired by the XPRIZE in 2004, Spaceport Sweden was inaugurated in 2007 by the Swedish Minister for Enterprise, Energy and Communications and is a pioneering initiative to establish commercial human spaceflight in Kiruna and become Europe's gateway to space.

Being a thought leader and catalyst for this new industry, Spaceport Sweden is one of the more established players in the dynamic international space industry.

<http://www.spaceportsweden.com/mission/>

Building a global industry, Spaceport Sweden is working closely with other spaceports and space operators and has a sister-space-agreement with Spaceport Americas as well as a partner agreement with Mojave Air and Space Port – hosting the major future space liners under development.

Having built an extensive network, Spaceport Sweden stay in close contact with Virgin Galactic, XCOR, SXC, SpaceX, NASA, FAA, ESA, NASTAR, Space Florida, Spaceport Colorado, QinetiQ, Sierra Nevada Corporation to mention a few.

Aiming to become a world leading spaceport and centre for excellence, Spaceport Sweden seeks to feature a wide-array of educational experiences, training and development programs for the science and adventure interested and future space travellers as well as supplying launch infrastructure, R&D facilities and high-tech expertise to commercial space operators.

Being catalyst for a new industry, Spaceport Sweden is developing new learning space adventures on the ground and in the air and already offer Northern lights flights, training for the industry, technical visits, talks, meetings and incentives – capitalising on our natural space phenomena of the northern lights and midnight sun.

Spaceport Sweden has an exclusive contract for public weightless flights with Air Zero G and Novespace in France and has recently, together with QinetiQ Ltd developed a unique spaceflight preparation program at their facility in Linköping with the objective to have this to be developed further along in Kiruna. QinetiQ is a global company within aerospace and defence regarding safety and security as well as testing- and evaluation.

<http://www.qinetiq.se/Pages/default.aspx>

Spaceport Sweden is already an award-winning company receiving the "Innovation of the year" award in 2012 by The Swedish Travel and Tourism Industry Federation <http://www.rts.se>

The Northern lights flight, one of Spaceport Sweden's first space adventures was at the same day awarded with the Swedish Lapland Innovation Award for being a new way of developing adventures for visitors in the region.

Spaceport Sweden is private company working closely with the government and the public sector in various feasibility and development project. Further, Spaceport Sweden has initiated several cross-industry projects and work in close cooperation with academia and science institutes for the development of the destination, the spaceport and the company.

Being a catalyst for a new industry, building a system of innovation contributing to regional competitiveness, attractiveness and growth, Spaceport Sweden has been selected as a live case study by Vinnova, Swedens Innovation Agency, through CiiR – a Center of Excellence hosted by Luleå University of Technology, in Luleå, Swedish Lapland. (Centre of Interorganisational Innovation Research <http://www.ciiir.se/en/om-oss/>)

Your next adventure is the mission of Spaceport Sweden – a promise seeking to attract not only future space travellers but also the whole range of visitors to the destination with the promise to always have a new adventure to offer, the continuously development of a sustainable destination.

2.6.2 SSC's Esrange Space Center

<http://www.sscspace.com/esrange-space-center-3>

ESC, located 45 km outside Kiruna, was established in 1966 by ESRO (precursor of ESA), and is the only civilian rocket launch facility in Europe. Since 1972, ESC is owned and run by SSC (Swedish Space Corporation) working closely with ESA and several European space organizations/ companies such as DLR and CNES.

Today more than 550 sounding rockets have been launch for suborbital flights for experiments and research microgravity. The 5700 km² that is restricted for these activities also provide a perfect location for launch of stratospheric balloons. These carry instruments and cameras mainly for studies within the atmospheric field of research but also within the astrological field f ex studies of the sun.

The major business at ESC is however satellite communications, as about 40 antennas are located on site, communicating with polar orbiting satellites.

Customers and clients are among the national space agencies and the close partners DLR and CNES, others are NASA, JAXA and also institutes and universities of extended experience. Customers are global and for the satellite communication field more commercial and the science services for launching more scientific oriented.

Both are equally interesting for visitors of a wide perspective, from students to incentives. Several visitors programs have been valid including a small visitor center but due to safety and security reasons the ESC was recently closed down for visitors outside the programs and businesses. Still SSC need to have a public affair front and outreach and are struggling with a major interest from the public.

2.6.3 Vidsel test range

Close to Älvsbyn, about 300 km south of Kiruna, the Vidsel test range is located.

<http://www.vidseltestrange.com/about> . This area is restricted by the military and used as a test- and evaluation facility by both civil and military organisations, on an international basis.

From Vidsel to Kiruna a full corridor of restricted air is available for special missions, Formerly known as NEAT – North European Air Test area, this is a very unique asset offering 5700 km² of restricted land area with air- and space connected. Vidsel is manned and run by the SSC. At Vidsel retired staff organize and run the museum of Vidsel which including photos to old aircrafts. This is popular and open to the public on certain days upon request.

2.7 The professional and civilian forces

2.7.1 The police force

The police forces are county organized, connecting seven municipalities. The municipality of Kiruna and Gällivare share management with local stations. Traffic police units are organized under the county management and so is also the helicopter and mountain rescue forces. Helicopter team is set but the mountain rescue forces are usually part task for the individual polices that has the competence.

There are also civilians organized for mountain rescue, trained and paid by the police department. <http://www.polisen.se/Norrbottn/Om-polisen/Sa-arbetar-Polisen/Specialkompetenser/Fjallraddarna/>

The police in general train physics and shooting in own facilities. In Kiruna the Police are in need of relocating their facility within 3-7 years due to the expansion of the mine. New location is set to be in the new Kiruna, and with an increased force today in Kiruna, their facility requirements might be smaller.

2.7.2 The police helicopter unit

The unit, stationed in Boden (300 km southeast), covers Kiruna and is called for when needed and planned, traffic- and event control, rescue and search missions.

<http://www.polisen.se/Om-polisen/Sa-arbetar-Polisen/Specialkompetenser/Polisflyget/>

The unit has 2 pilots and 4-5 officers including the officer in charge for the mountain rescue teams of Lappland (two northernmost counties).

The pilots and the unit train on regular basis in civil and military facilities in the Nordic countries but also in a facility in Germany dedicated to train mountain rescuers. <http://www.bw-zsa.org>

2.7.3 The civilian mountain rescue teams

The mountain rescue teams are locally organized and today about 80 persons are involved in the Kiruna area including an alpine unit. Yearly training missions are organized by the Police both on the ground, in alpine areas and also joint exercises with ski-patrols, avalanche-dogs, ambulance and the fire department. These events do usually take place in the mountain area.

<http://www.fjallsakerhetsradet.se/Fjallomradet/fjallraddning/>

2.7.4 The fire- and rescue department

The fire- and rescue department is organized by the municipality.

<http://www.kommun.kiruna.se/Raddning-och-sakerhet/Raddningstjanst/>

In Kiruna there is a major station with 24hrs-manned teams, ready to go in 90 sec.

To cover the large areas of Kiruna, in every village a smaller part-time team and/or volunteers are organized, to cover the first critical situation until the major unit can arrive from Kiruna.

All in all the fire-and rescue department have c a 70 staff on fulltime and almost the same numbers in the villages for part-time duty.

The fire department is also in need of a new facility within the next 2-3 years. Due to a smaller organization than 20 years ago the department does no longer need that big facility that they occupy today. Necessary training, for example evacuation, is carried out in a remote facility that will be closed down later this year. A new area and facility is planned by LKAB as their rescue team also is in the need of this. Location might be on the LKAB site, but the chief of the fire department would prefer an area which has easier access from the outside.

The fire department does see the benefit of common-use facilities, preferable with other organization within, and run by the municipality, both for economical reason but also for joint use of human resources.

The firemen have dedicated hours to spend on the local schools in the subject of fire-prevention but this has due to lack of staff become fewer hours than before.

Visits to the fire department are usually only made by young children from kindergarten.

2.7.5 The armed forces & military training

For 50 years Kiruna did have an army unit, the Lapland Rangers, but this was closed as the obligatory military service for terminated in 2010. The soldiers, some hundreds every year, were mainly trained for remote and large wilderness areas, to survive, protect and act in winter climate.

Today military units still use the area and a small group of specialty officers provide education and training in the mountain area. Mainly the voluntary troops are trained "Hemvärnet" but also soldiers/unit then visit during some weeks, shorter and longer periods.

As the military services in Sweden, today voluntary and as employed, has stabilized in numbers, the Kiruna military group will probably stay on as a service unit ..

Every year several hundreds of soldiers are trained in the area. There are also a large number of other Scandinavian military units visiting, self supplied.

<http://sv.wikipedia.org/wiki/Lapplandsjägargruppen>

The nearest military air force base is located by the coast at Luleå, 360 km southeast.

<http://www.forsvarsmakten.se/en/Organisation/Training-units/Norrbottn-Wing-F-21/>

The Norrbotten Wing does have access to one of the worlds largest air exercise areas and often exercise with Norwegian and Finnish air forces which gives access to an even larger area. The helicopter unit, which uses the area for advance flying, has decreased the last decades but still have at least one major training period, in April, in the Kiruna mountain area. Earlier the helicopter unit also was serving the mountain rescue teams with joint training hours in the air and terrain, exercising evacuation, search-missions, winching and other common activities within rescue. Today this has been limited and military air forces are mostly called in only when it is a sharp situation. There are no special training facilities in the county for military pilots.

3. RFP response and selection information

3.1 Distribution, information and contact

3.1.1 Distribution

This procurement process will be administrated via Visma Commerce AB procurement online tool; Visma TendSign.

Invitations to selected possible respondents, who may not be on Visma Commerce AB list of consults, will be distributed through networks and recommendations within the Spaceport Sweden mission.

3.1.2 Information

This RFP and general information regarding the procurement and study will also be published on Kiruna Lapland Ekonomisk Förening's website, project site and via Spaceport Sweden website on the Internet.

3.1.3 Contact – the RFP manager

Kiruna Lapland Tourism has designated the following person as responsible for the conduct of this RFP:

Ms Carina Johnsson
Spaceport Sweden AB
Hjalmar Lundbohmsvägen 48
SE-98131 Kiruna, Sweden
Telephone: +46 (0)980 80880
Skype: johnssoncarina
Email: Carina@spaceportsweden.com

4. Conditions governing the RFP process

This RFP is not being processed/ evaluated under the regulations of public procurement according to Swedish Law.

Procurement will be finalized in a formal business agreement between Kiruna Lapland Ekonomisk Förening – which is a non-public organization acting as a business company – and the respondent's legal organization and/or head-organization/company.

4.1 Sequence of events

Action	Responsibility	Due dates 2013
1. Release of RFP	RFP manager	June 24 rd
2. Deadline for questions	Potential respondents	July 15 th
3. Responses to questions	RFP manager	July 18 th
4. Deadline submission of response	Respondents	July 22 nd
5. Selection of respondent	Project board	August 6 th
6. Official acknowledgement of respondent	RFP manager	August 9 th
7. Start-up meeting/workshop in Kiruna	RFP manager, respondent	August 20 th tbc
8. Delivery of completed study	Respondent	November 18 th

4.2 Explanation of events

- Release of RFP.
This RFP is being released on the date indicated in **4.1 Sequence of Events**, above, by Spaceport Sweden on behalf of Kiruna Lappland Ekonomisk Förening. This is an open release, published and distributed via national and international channels and administrated via procurement tool <http://www.opic.com/en/tendsign/>
- Deadline for Questions.
Questions regarding this RFP must be submitted and received on the date indicated. Only Questions via procurement tool will be responded and all respondents will thereby have acknowledgement of all questions and answers.
- Response Deadline.
The RFP response shall be delivered via procurement tool on the date indicated in **4.1 Sequence of Events**, above.
- Selection of respondents
Selection will be prepared based on the evaluation criteria as in **5. Proposal Evaluation Criteria**, by the RFP manager and formally accepted by the project board/Kiruna Lappland Ek För board.
- Acknowledgement of respondent
Official announcement will be made in cooperation with the chosen respondent on date as indicated.
- Start up meeting
The respondent and its representative(s) is(are) expected to be available and present on location as date suggested for a few days as indicated above for a start up meeting/workshop.
This event should be within the respondents suggested timeline and budget within the response. Date to be confirmed during the process, all respondents will be informed of any change.
- Delivery of study
Full study including a summery and digital overview presentation presented to RFP manager and Kiruna Lappland represents.

4.3 General requirements

This is a single stage invitation and request for a feasibility study according to **1.2 Content of the feasibility and conceptual study.**

Chosen respondent will be contracted on agreed terms direct after selection as soon as agreement is settled between the parties if terms and conditions are unanimous. Party for the procurement will be Kiruna Lappland Ekonomisk Förening, sender and responsible of this RFP document.

The feasibility study report shall be in English. Presentations and interviews may be made in Swedish or English. No other languages are accepted.

The respondent is responsible for securing the use of all image-, data-, quote- and/or other used text, fact and/or image that is by copyright or any other rights or registration outside the control or right by respondent or client.

4.3.1 Requirements

- The respondent shall submit its environmental policy and project approach from a sustainability point of view.
- The respondent shall submit a brief but clear description of the process and of methodology, time planning, process, presentation, budget and communication of project results.
- The respondent is assumed to be working independently but in tight dialogue with the RFP manager.
When signing the project contract, the procedures for milestones, deadlines and reporting will be set to ensure on budget and time delivery.
- The respondent must be able to present all cost related to the project, before, under and after the implementation.
- The respondent must demonstrate previous experience from similar projects through the submission of two references and/or testimonials.
- The responding company must have a valid company registration which certifications should be enclosed.
- For in Sweden registered company or if Swedish employee is to be/ is hired, a valid F-tax or FA-tax-certificate shall be enclosed.
- The respondent shall in all response and delivery relate to Swedish legislation.

4.3.2 Financial

The consultant fee is to cover all cost and expenses for the response and the delivery of the feasibility and conceptual study cannot exceed a total financial sum of 1 500 000 SEK.

The sum is excluding Swedish VAT and the final limit of the budget.

All costs and expenses shall be the respondent's responsibility and included in the budget of the response.

Agreement will not be extended with any additional cost for travel, administration, consult, communication and/or other that will be considered necessary by the contracted respondent to fulfill the obligations of the response and study.

4.3.3 Pricing, currency and budget

- Proposals are preferable submitted using SEK/Swedish Krona as currency, excluding VAT, each part showing the detailed pricing.
- Proposals in €/Euro are accepted.
Other currencies are negotiable but might be a consideration in the selection due to the financial risk based on the budget.
- Proposal budget including basic major cost posts shall be presented within the proposal. Outsourced services within the work packages shall be explained (company name/country/task or mission etc)

4.4 Handling of submitted responses

Submission of a response constitutes acceptance of, and consent to, the following General Requirements:

- No Obligation
This RFP will in no manner obligate Spaceport Sweden or Kiruna Lapland Ekonomisk Förening or any of its agencies to the issuance of an RFP or to the eventual rental, lease or purchase of any services or items of tangible personal property that may be described, implied, or proposed.
- Clarifications
Requests for clarifications should be directed to the RFP Manager.

- **Basis for Response**
Only information supplied by the RFP Manager in writing, whether on paper or electronically, or in this RFP should be used in the preparation of responses.
- **Response Preparation Cost**
Any cost incurred by the respondent in the preparation, transmittal or presentation of any response or material submitted in response to this RFP will be borne solely by the respondent.
- **Use of Information.**
Spaceport Sweden and Kiruna Lapland Tourism reserves all rights for the respondents material within the response.
Respondents to this RFP are hereby notified that all information, documentation, and any specific content or approaches included in RFP responses will be analyzed, may appear in various reports and may be used in the resulting solicitation.
Therefore, do not submit any copyrighted, proprietary or confidential information. Spaceport Sweden and Kiruna Lapland cannot guarantee the confidentiality of the information submitted.
- **Ownership and use of materials and information**
The ownership all data, material, and documentation originated and submitted in any form to Spaceport Sweden and Kiruna Lapland Tourism, pursuant to the RFP, shall be with full rights for Spaceport Sweden and Kiruna Lapland Tourism and open to be subject to public inspection in accordance with the Sweden Open Records Act.

5. Response format and organization

5.1 Response format

- Responses may be submitted electronically.
- Respondents are expected to answer/respond to the fully request but may choose to answer/respond to parts of the “Content of the feasibility and conceptual study”
- Please clearly label or otherwise provide reference to each question to which you are responding.
- Respondents may attach or otherwise include other materials that they believe may improve the quality of their responses.

5.2 Response organization

Please include a cover letter of transmittal identifying the submitting organization and the organization’s point of contact.

The response shall also include the implementation organization especially if other levels of procurement/suppliers/contractors/consultants will be consulted in the implementation.

Please respond with liable and contact for the respondent and the response, if not the same, including all contact information.

6. Proposal evaluation criteria

Proposal is expected to meet the full scope, objectives, budget and details included in this RFP and be presented in a clear and organized manner.

Each proposal will initially be evaluated on the following key aspects, in no particular order:

- Sustainable approach
Sustainable in the wider sense and broader perspective, related to the vision of the major project of a sustainable destination and a sustainable new industry, the space tourism industry.
How the sustainability will be approached and highlighted in the study.
- Competence, skills and resources.
Regarding the respondent and its alliances, if there is, in the perspective of time in the competence field(s), business experience, crossover industry approach and experience/competence from similar case(s) as the responded suggestion will indicate.
The expectation of the level and scope of the final analysis response that will be provided by the study.
- Experience and expertise, previous work.
As above.
- Cost effective pricing
Total budget in relation to the scope of the response and compared to overall financial budget for the study,
- The level of a possible feasibility implement of the Science center and/or development progress plan for an implement.
- The respondent network and possible position in a next step of the Kiruna Science Center project.

The RFP manager and Kiruna Lappland Ekonomisk Förening CEO will make the final decision for a respondent after the evaluation. **This decision cannot be appealed.**

7. Performance and delivery of the study

7.1 Start up meeting

The respondent that will be selected and that accept and sign the conditions for the study is expected to join and lead on their own expense, a start-up meeting with key stakeholders on the date set in the sequence of events – i.e August 14, 2013.

7.2 Feasibility and Conceptual Study Kiruna Science Center

The study, as requested in **1.3 Content of the feasibility and conceptual study**, expected to be performed and delivered during Q4 of 2013.

7.3 Availability, travel and presentations

Contracted respondent is expected to join the startup meeting/ and workshop on location and preferable at least one presentation of the finalized study in person. This needs to be implicated in the respondent's budget and accepted as a full cost of the respondent.

The RFP manager will be the contact during the process of the study but the contracted respondent is expected to work independently with the study and only in conclusive and crucial issues request the support from the RFP manager.

7.4 Financial and report of the performance of the study

Financial and administration procedures will be regulated in the agreement between the principal (Kiruna Lappland Ekonomisk Förening) and the respondent that will be chosen and procured for the study.

7.5 Presence, implementation and after the study

The respondent may have a priority in future studies or consultant missions that may occur on the location, region and/or nation due to its competence and experience, especially after this study.

8. Additional background information

Creative space project

To capitalize on the interest and potential of commercial human spaceflight, as an industry there is a great need for new ideas and development of innovative experiences, services, and processes to create long-term and sustainable economic growth.

“Creative Space”, is an international pilot project with the vision to establish Spaceport Sweden as a creative hotspot above the Arctic Circle. Minds and industries will meet to share ideas and create innovative products and services providing world-class excitement, entertainment and education building on space as the platform.

Building on space as the core, technically and/or philosophically, Spaceport Sweden seeks to be a catalyst for innovation primarily within tourism and the creative industries as adventures, fashion, events, music, food, communication, creative processes and more.

The goal of the initiative is to create a node in Swedish Lapland for the development of new services and experiences by combining entertainment, excitement and education and to create a link that will strengthen regional and national growth and encourages entrepreneurship among academics and students links business and academia - with international reach.

The initiative is supported and received funding from Swedish Agency for Economic and Regional Growth, Kiruna City Council, The County Administrative Board of Norrbotten and Norrbotten County Council.

9. References

Spaceport Sweden	www.spaceportsweden.com
Kiruna Lapland Tourism (Ek För):	http://www.kirunalapland.se/en/Home/
Hållbar destinationsutveckling i Kiruna in Swedish Lapland -	http://kirunahallbardestinationsutveckling.wordpress.com/about/
Kiruna Kommun / municipality	http://www.kommun.kiruna.se/Om-kommunen/English/History/
LKAB	http://www.lkab.com/en/About-us/Overview/ http://www.lkab.com/en/Future/Urban-Transformations/
Kiruna Airport – Swedavia	http://www.swedavia.com/airports/kiruna-airport/
Institute of Space Physics	http://www.irf.se/Offices/Kiruna/?chosen=offices
Luleå University of Technology	http://www.ltu.se/ltu/Kontakta-oss/LTU-i-Kiruna?l=en
SSC – Swedish Space Corporation	http://www.sscspace.com/esrange-space-center-3
Vidsel test range	http://www.vidseltestrange.com/about
The Police force	http://www.polisen.se/Norrbotten/Om-polisen/Sa-arbetar-Polisen/Specialkompetenser/Fjallraddarna/
The Helicopter unit	http://www.polisen.se/Om-polisen/Sa-arbetar-Polisen/Specialkompetenser/Polisflyget/
The mountain rescue team	http://www.fjallsakerhetsradet.se/Fjallomradet/fjallraddning/
The army	http://sv.wikipedia.org/wiki/Lapplandsjägargruppen
The military air force base	http://www.forsvarsmakten.se/en/Organisation/Training-units/Norrbotten-Wing-F-21/

Learning space adventures readily available

Source: www.spaceportsweden.com

- Talks
- Technical Visits
- Meetings and Incentives
- Spaceflight preparation program
- Space camp
- Events and Locations
- Northern light flights
- Parabolic flight
- Spaceflight ticket



Spaceport
Sweden_
your next
adventure