

# G-Cloud 11 Service Definition Cadcorp Notice Board™



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## 1. Introduction

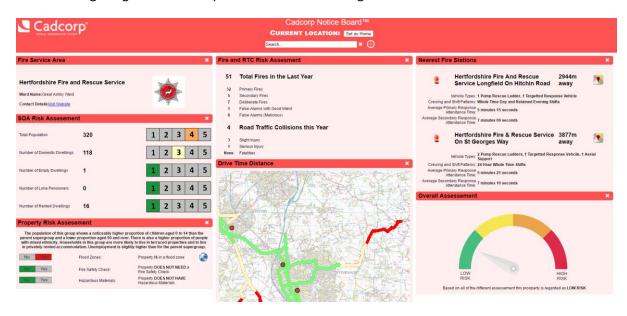
This document provides the service definition for a Cloud software service offered by Computer Aided Development Corporation Ltd (Cadcorp) through G-Cloud 11.

Cadcorp is a British software development company focused on geographic information system (GIS) and web mapping software. We offer a complete suite of products - the Cadcorp Spatial Information System® (Cadcorp SIS®) - addressing all phases of spatial information management.

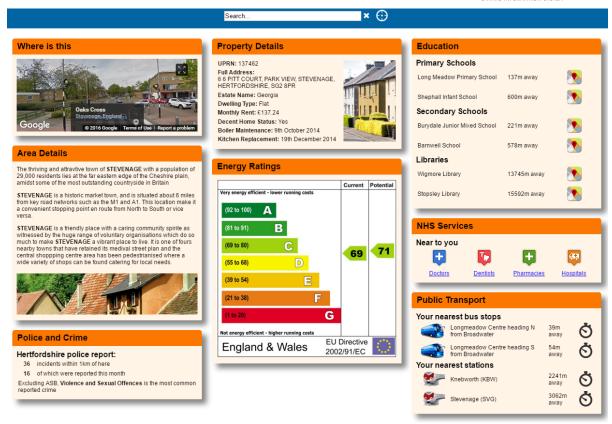
The service described in this document is based on the provision of Cadcorp Notice Board. Notice Board provides a spatial dash board capability that can be used across all areas of government business including:

- Central Government
- Local Government
- Emergency Services
- Transport
- Health
- Education

The following images show example of Notice Board being used is some of these business areas:







The key benefits of the service described in this document are:

**Ease of use.** Notice Board has been designed as an easy to use responsive web application with a familiar look-and-feel while providing the ability to run complex spatial queries.

**Rapid deployment.** The service provided by Cadcorp allows a customer branded instance of Notice Board to quickly be set up, configured and deployed on a cloud based infrastructure.

**Standards.** The service provided by Cadcorp is based on open and publically defined standards for both data supply and map- based queries.

**Experience**. Cadcorp has over 20 years' experience of successfully deploying GIS and mapping software to all areas of UK government.



## 2. Service Overview

The service offered by Cadcorp through the Government Procurement Service G-Cloud 11 is based on the provision of Notice Board as a fully hosted service on an instance of Microsoft Azure Cloud platform.

Cadcorp will install, set up and maintain an instance of Notice Board on behalf of the customer. The customer will be able to load updates to notices via a secure FTP area of the server. These updates will be automatically applied by a Cadcorp data management application. Cadcorp can offer two options for changes and configuration to the application:

**Option 1.** All application and data configuration performed by Cadcorp as part of a managed service using Cadcorp consultancy.

**Option 2.** The customer can attend the relevant training courses and subsequently configure the application and notices themselves using the Cadcorp data and application administration tools.

All server administration will be carried out by Cadcorp staff.

#### 2.1 Notice Board

Notice Board provides a spatial dashboard of information which is most commonly requested by visitors to a service provider's website. It uses advanced spatial search techniques to generate personalised responses for each visitor based on location. This could be an address entered by the user, or a geolocation captured by a mobile device. Notice Board then summarises its search results as 'notices' pinned digitally on a single page of the website. Users can request more detailed information by clicking on hotlinks within a notice.

Notice Board is able to retrieve information quickly and easily because of the advanced spatial database techniques it deploys behind the scenes. These include map-based techniques such as buffering, point-in polygon searching, and the accumulation of statistics. The end user is not aware of the complexity of these operations, they are simply presented with a notice to display the results.

#### 2.2 Initial Service Set up

Cadcorp will complete the following tasks to set up the service prior to deployment:

- Installation, setup and configuration of Notice Board, Local Knowledge<sup>™</sup>, GeognoSIS<sup>®</sup> and a PostGIS spatial database onto Microsoft Azure Cloud Server
- Data Configuration including the creation of project files and data files for up to nine initial standard notices
- Configuration of Gazetteer and Search options (based on data loaded using Cadcorp Address Loader) or OS Open Names
- Project management to confirm customer requirements, assess data readiness for Notice Board and schedule the project



Note: Further set up and project management time would be required to meet any of the following additional requirements:

- Additional or Complex Notices
- Advanced Interface and styling changes
- Additional security settings

## 2.3 Customer Tasks

The tasks that the customer will be responsible for are:

- Supplying, or providing access to, spatial business data for Notice Board along with styling preferences
- Supplying Gazetteer data
- Supplying header images and styling information to give the Notice Board website a similar look and feel to the customer's corporate website
- Arranging Domain Name System redirect to hosted Notice Board website
- Uploading updates to data overlays to a secure FTP area of hosted server. These updates will
  then be automatically applied by a Cadcorp data management application. The customer is
  responsible for the data quality of updates and to ensure that the data schema matches the
  original data.
- Optional data and application administration

# 2.4 On-going tasks (Core and Optional)

As part of the Cadcorp Notice Board G-Cloud Service, Cadcorp will continue to maintain the application. The core G-Cloud 11 Notice Board application management tasks are:

- Application health check including monitoring resources
- High level data and security review
- Installing new software service releases as required
- Running and monitoring data management tasks

Additional optional management tasks can be purchased as required. For example these may include:

- Addition of new notices
- Optional system configuration tasks
- Rebranding styling change to Notice Board e.g. Header images, colour scheme



# 3. Additional Service Options

A full range of additional service options are available within the price schedule.

# 3.1 Additional Software Options

#### **Cadcorp SIS Desktop**

Concurrent single user subscription licence of SIS Desktop for use on the hosted server or a private cloud. SIS Desktop provides advanced capability for data administration, application management and a full range of GIS functionality.

#### **Web Mapping**

If the customer requires Web Mapping as part of Notice Board, Cadcorp recommends that the customer purchases the G-Cloud 11 Cadcorp SIS WebMap service. In these circumstances, the pricing schedule of this service allows for a Notice Board licence to be added to an existing SIS WebMap cloud infrastructure.

## 3.2 Additional Services Options

#### Introduction to Cadcorp SIS Training (2 days, 3 people)

This course provides the basics for everyday use of Cadcorp SIS. Students are introduced to the basic concepts underpinning GIS, and shown how to find a location, and view, create, edit and print maps. Day 2 introduces students to creating and managing their own files, extends their knowledge about creating and editing data.

#### SIS Admin Training (1 day, 3 people)

This course will enable a Cadcorp SIS user to administrate the product and manage the GIS data. The content builds upon the Introduction to Working with Cadcorp SIS training. System Administrators will learn how to export data into useful GIS file formats and learn about the best performing formats for Cadcorp SIS.

#### Notice Board Admin Training (1 day, 3 people)

This course details the functions of Notice Board and introduces students to the setup of Cadcorp SIS SWD overlays and Local Knowledge Templates. The course provides the background required for administering and maintaining the webpage.

#### Consultancy

Customers can purchase additional consultancy to assist with all aspects of a GIS and Web Mapping project. For example this may include data migration, workflow definition and application configuration.



#### **Project Management**

Customers can purchase additional project management services to assist with the successfully delivery and migration to a cloud based infrastructure.

## 3.3 Hosting Options

The additional hosting options available include an upgrade to larger virtual server, site recovery service, data extraction service and additional storage.

## 4. Service Definition

# 4.1 Backup and Disaster recovery

Back up and disaster recovery options have been provided within the price schedule. Organisations should contact their Cadcorp account manager to discuss the options in more detail and to receive a formal quote. The service provided will be based on the Window Azure online backup provision and will allow Cadcorp to easily recover backups to any server.

# 4.2 On-boarding and Off-boarding process

Cadcorp aims to keep the Notice Board on-boarding process as simple as possible. In the first instance an organisation should contact the Cadcorp sales team and will be allocated a Cadcorp account manager. The contact details are:

Email: Sales@cadcorp.com

Tel: 01438 747 996

The Cadcorp account manager will advise the organisation on all aspects of the on-boarding process including order processing and provide clear instructions on tasks the customer needs to complete in order for Cadcorp to set up the service.

To initiate the off-boarding process the organisation should email their allocated Cadcorp account manager. Cadcorp will then arrange for the site to be taken down and customer data to be deleted as required.

## 4.3 Service Management and Service Levels

The customer will be assigned a Cadcorp Account manager who will provide overall service management to the customer. The customer will have full access to Cadcorp support services between 09:00 and 17:30 on all working days. Where possible all maintenance will be carried out without disrupting the service. In the event that this is not possible maintenance will be scheduled and the customer notified in advance.

## 4.4 Data restoration / service migration

The service can be removed from operation within 8 working hours and data can be deleted or returned to the client within 5 working days. Depending on the nature of the data restoration, service migration and the amount of data, there may be a cost for this service. Please discuss data restoration



and service migration requirements in more detail with the Cadcorp account manager at the appropriate time.

# 4.5 Terms and Conditions of Supply and Services Agreement

The Cadcorp G-Cloud 11 Notice Board service definition is provided in accordance with the Cadcorp Standard Terms and Conditions of Supply.

## 4.6 Trial Service

A trial service is available from <a href="https://ws.cadcorp.com/noticeboard">https://ws.cadcorp.com/noticeboard</a>