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Contract

AGREEMENT FOR THE HOSTING, MAINTENANCE AND ONGOING SUPPORT FOR THE STATE OF THE REGION DATA PORTAL

Cambridgeshire and Peterborough Combined Authority

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-032654

Procurement identifier (OCID): ocds-h6vhtk-05496c

Published 16 June 2025, 3:12pm

Scope

Description

CPCA require support to maintain and refresh the 140 indicators that inform the SOTR data portal. Flexibility is required to draw upon optional extras (if required), which may include development of up to 60 new indicators (over the contract duration).

In addition, CPCA also require the completion of Handover, Training & Support from the original SOTR contract, which expired on 9 October 2024 before this work was completed.

Summary of outputs

- Handover files and notes from original contract
- Training (in-person and online)
- Quarterly project meetings

- Quarterly data refreshes
- Audit log
- Handover of files and materials and deletion from supplier's servers at contract end
- Code for new indicators (Optional)

Further details are given below.

Handover from original SOTR contract and training

- Completion of project handover notes and file handover process containing all necessary documentation and files.
- End-to-End Processes Training Session (In-person - one day). A face-to face training session where the end-to-end process for using the dashboard is explained and followed. Preparation to include liaising with CPCA to ensure attendees have required access to datasets, software and operating systems.
- Drop-in Training Sessions (Online - 3 x 1-hour) to resolve troubleshooting issues.

Core hosting and support

- Data portal hosting. Ensuring the data portal remains fully operational and secure as the hosting provider, also comprising of CPCA editor access to the project map files and Cadence story building interface.
- Data Updates: Receiving metadata updates and data refreshes from CPCA on a quarterly basis to rebuild the data back end. Data refreshes will consist of additional years of data as data is updated, and additional indicators as they are added to the data portal. Reviewing data portal's code prior to pushing refreshed data live to support quality control. Maintaining an audit log of all work undertaken.

Project management

- Project management support via inception meeting and quarterly project meetings to configure works, track project delivery and resolve issues.
- A full handover of all State of the Region files upon contract expiry with secure deletion on Supplier servers.

Optional extras

Optional extras will be directed by CPCA through project management meetings and via email. CPCA may not trigger optional extras in either year of the contract.

- Add up to 30 indicators to the data portal per annum (up to 60 in total across the contract period), including the development of code for the new indicators.
 - Developing code for up to 60 new indicators to sit within existing SOTR themes. Receiving data from CPCA and data visualisation specifications. Developing and checking code for new indicators and pushing live.
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Contract 1

Supplier

- CITY SCIENCE CORPORATION LIMITED

Contract value

- £48,792 including VAT

Below the relevant threshold

Date signed

16 June 2025

Contract dates

- 16 June 2025 to 31 March 2027

- 1 year, 9 months, 15 days

Main procurement category

Services

CPV classifications

- 72200000 - Software programming and consultancy services

Contract locations

- UK - United Kingdom

Procedure

Procedure type

Below threshold - without competition

Supplier

CITY SCIENCE CORPORATION LIMITED

- Companies House: 09801932
- Public Procurement Organisation Number: PCXX-1381-XLGN

Broadwalk House

Exeter

EX1 1TS

United Kingdom

Email: bidding@cityscience.com

Website: <https://cityscience.com/>

Region: UKK43 - Devon CC

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1

Contracting authority

Cambridgeshire and Peterborough Combined Authority

- Public Procurement Organisation Number: PBXV-5726-VWGJ

2nd Floor, Pathfinder House, St Mary's Street

Huntingdon

PE29 3TN

United Kingdom

Email: procurement@cambridgeshirepeterborough-ca.gov.uk

Region: UKH12 - Cambridgeshire CC

Organisation type: Public authority - sub-central government