



Cloud Deployment Service

As an accredited Google and Microsoft partner with over a decade of experience, we specialise in cloud deployments. We transform the way schools and public sector organisations work by transitioning them from traditional, on-premise infrastructure to cutting-edge cloud solutions.

Whether you are considering Google Workspace or Microsoft 365, our PRINCE2 accredited deployment team will guide you through a seamless implementation. We go beyond the technical setup, ensuring your staff is fully equipped to maximise the benefits of your cloud investment through tailored training and resources.

Let's modernise your IT together! Contact us today to discover how a streamlined cloud platform can significantly improve efficiency and future-proof your organisation.

Items covered with our Cloud Deployment Service

Google Workspace Platform

- Work with you to choose the right Google Workspace option for your organisation
- Dedicated PRINCE2 Project Manager to manage the Google Workspace deployment from planning to project completion acting as the central point of contact for all project stakeholders
- Domain verification, configuration and deployment of the Google Workspace core services and apps based on your organisation requirements and Google best practices
- Migrate data from a legacy platform to the Google Workspace platform
- Provision users accounts and licence users to use the Google Workspace platform
- Synchronise school 'Management Information System' with Google Workspace Education to automatically provision users and classrooms using Wonde Google Edusync (Education Editions only)
- Chrome management configuration for managing Chromebooks, Chromebox, and ChromeOS Flex devices
- Google Meet configuration for managing dedicated Google Meets Hardware
- Undertake Quality Assurance of the Google Workspace platform deployment
- Undertake 1:1 handover training with early adopters
- Undertake organisation staff training to ensure maximum impact of Google Workspace
- Provide a continuing professional development training programme to get the best out of Google Workspace for all your staff

Microsoft 365 Platform

- Work with you to choose the right Microsoft 365 licence option for your organisation
- Dedicated PRINCE2 Project Manager to manage the Google Workspace deployment from planning to project completion acting as the central point of contact for all project



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- stakeholders
- Tenant verification and configuration of your Microsoft 365 Tenant services based upon Microsoft best practices
- Configuration of the core Microsoft 365 services and apps (as defined by Microsoft)
- Migrate data from a legacy platform to the Microsoft 365 platform
- Provision users accounts and licence users to use the Microsoft 365 platform
- Synchronise school 'Management Information System' with Microsoft 365 to automatically to provision users and classrooms using Wonde Microsoft Edusync (Education Editions only)
- Undertake Quality Assurance of the Microsoft 365 platform deployment
- Undertake 1:1 training with early adopters
- Undertake organisation staff training to ensure maximum impact of Microsoft 365
- Provide a continuing professional development training programme to get the best out of Microsoft 365 for all your staff

Optional Services

Data Migration

For organisations that require data migration from a source platform to either Google Workspace or Microsoft 365, we offer a dedicated G Cloud Data Migration Service for fast, safe, and secure transitions. Full details of our Data Migration Service are available on the G Cloud framework; below is a summary of the service provided:

Google Workspace Migration

Migrate email, contacts, calendars, and files from on-premises Windows networks, Microsoft 365 or even other Google Workspace domains to your Google Workspace domain.

Microsoft 365 Migration

Migrate email, contacts, calendars, and files from on-premises Windows networks, Google Workspace or even other Microsoft 365 tenants to your Microsoft 365 tenant.

Common Identity Services

We are able to provide Single Sign-On (SSO) Services to synchronise the following to create a single common identity to provide end-users with the same credentials to access their assigned resources:

- On Premises Active Directory to EntraID
- On Premises Active Directory to Google Workspace
- Microsoft EntraID to Google Workspace
- Google Workspace to EntraID
- Google Workspace to Apple Business/School Manager



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- Microsoft EntraID to Apple Business/School Manager

Additional Google Workspace Solution Options (if purchased)

The list below includes optional, value-add services we can provide alongside your Google Cloud deployment. To include any of these in your solution, notify us before finalising your order.

Google Credential Provider for Windows (GCPW)

- Configuration of GCPW to manage Window Devices to create a single sign-on environment using Google Workspace credentials
- Deployment of the GCPW agent to manage and control Windows devices within the Google Admin management console

Drive for desktop

- Deployment of Drive for desktop application to end-user Windows and macOS machines for streaming files directly from the cloud, thus freeing up local storage

Business Continuity Backup for Google Workspace

- Provision and configuration of SaaS Protection backup for Gmail, Calendars, Contacts, Google Drive and Shared Drives

Google Gemini AI

- Provision and configuration of Google AI Ultra for Business or Google AI Pro for Education for licensed users

Google Voice

- Provision and configuration of Google Voice for licensed users

Google Meet Hardware

- Provision and configuration of Google Meet Hardware

Chrome Device Hardware

- Deployment of Google Devices i.e. Chromebooks, Chromeboxes
- Provision and configuration of Google Device Management console to deploy and control users, devices and apps across your organisation

Chrome OS Flex

- Configuration of converting compatible Windows PCs into Chrome devices using Chrome OS Flex
- Provision and configuration of Google Device Management console to deploy and control



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Chrome OS Flex devices

Additional Microsoft 365 Options (if purchased)

The following are additional services we can provide as part of your deployment. If you would like any of these added to your Microsoft 365 solution please make us aware before placing your order.

Microsoft Intune

- Provision and configuration of Microsoft Intune to manage end user company owned devices

Microsoft Copilot Studio

- Provision and configuration of Microsoft Copilot Studio for licensed users

Clipchamp Standard

- Provision and configuration of Clipchamp Standard for licensed users

Business Continuity Backup for Microsoft 365

- Provision and configuration of SaaS Protection backup for Exchange Online (email), OneDrive for Business, Microsoft Teams and Sharepoint for licensed users



Prerequisites

Google Workspace Editions

- A relevant domain name with access to DNS management for your establishment (Levett Consultancy can quote on providing domain name with DNS management if required)
- Completion of the Google Solutions Customer Survey
- Completion of the additional information sheet to configure Google Workspace deployment
- A minimum 20Mbps upstream/downstream Internet connection is required to support more than 30 concurrent connected Chromebook/Chromebox devices
- The wireless network should be at least using 802.11ac dual-band access points to support more than 30 concurrent connected Chromebook/Chromebox devices per access point
- Access to DNS management to register a Google Workspace domain.
- Full administration rights to undertake configuration/deployment of the Google platform
- Admin access to the local Active Directory domain to synchronise data to Google Workspace if required.
- Customer to provide full administration access to the source platform to the Google platform to enable data migration if required.
- Data required to be migrated complies with limitations stated for [Shared drive limits in Google Workspace](#)
- A nominated contact to be available, either via email or phone, to assist with additional information when required. Delays in responding to questions can increase the deployment time.
- Customer to provide updates to their staff on the progress of the Google Workspace project and issue a final press release to all users making them aware of the launch date.
- The provision by the customer of ICT service documentation detailing IP addresses for services that need to interact with Google Workspace e.g. Printers
- Required ports and protocols enabled on the local firewall as published by Google
- End users are using currently supported browsers started here: <https://support.google.com/a/answer/33864>



Microsoft 365 Editions

- Meet the following Microsoft 365 system requirements detailed in the URL link here:
<https://support.microsoft.com/en-gb/topic/system-requirements-for-microsoft-365-for-business-education-and-government-use-13eda659-3dfc-448e-b2cd-70ebb989be47>
- Full administration rights to undertake configuration/deployment of the Microsoft platform
- Meet the following additional requirements:
 - Remote access to an on-premises network device with admin credentials to run the Microsoft Assessment and Planning Toolkit and OnRamp for Microsoft 365 to ensure there are no site issues
 - A relevant domain name with access to DNS management for your establishment (Levett Consultancy can quote on providing a domain name with DNS management if required)
 - Completion of the Microsoft 365 customer prerequisites
 - A nominated contact to be available, either via email or phone, to assist with additional information when required. Delays in responding to questions can increase the deployment time
 - Customer to provide full administration access to the source platform to the Microsoft platform to enable data migration if required.
 - Data required to be migrated complies with limitations stated for [SharePoint and OneDrive limits](#)
 - Required ports and protocols enabled on the local firewall as published by Microsoft:
<https://learn.microsoft.com/en-gb/microsoft-365/enterprise/urls-and-ip-address-ranges?view=o365-worldwide>
 - Supported web browsers installed within the local environment to access Microsoft 365: Edge, Google Chrome, Safari or Firefox
 - Using a compatible Operating system for Office Pro Plus
 - Using a compatible MacOS Operating systems for Macs Office
 - Have applied the most recent client Office Service Packs and updates

Note: Microsoft Office when installing from servers or virtualised platforms do not support Office Professional Plus.



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Assumptions

- The project engagement requires the client to nominate a client-side stakeholder who will act as a central point of contact for the duration of the project.
- All work will be completed during normal working hours. Normal working hours are 7 hours worked per day between 09:00 and 17:00 Monday to Friday, excluding Bank or National Holidays and the company closed period December 25th to 1st January . Any customer requests for work to be performed outside these hours will be handled via change control. Such work attracts a 50% uplift against our standard costs for Monday to Friday, and a 100% uplift for Saturday, Sunday and Bank or National Holidays. Rates are available on request.
- Levett Consultancy technical consultants will attend site only if required to complete project tasks but will not be required on-site full time. Remote access will be made available as required, and as suitable to customer's remote access policies, in order to perform the agreed tasks and discovery. Certain activities may require the input and cooperation of the client nominated internal staff. These will be highlighted at the earliest opportunity by the Project Management Office (PMO) if not evident within the scope of work itemised task list.
- Nominated customer project lead to be present at acceptance testing with Levett Consultancy project lead



On Boarding & Implementation

To on board to our deployment and migration services we have implemented a simple 10 step process to make using our deployment and migration services as simple as possible:

On Boarding

1. Contact Levett Consultancy asking to purchase our Cloud deployment and migration services defined within our published G Cloud service.
2. A member of our Pre Sales team will undertake a pre-deployment survey to ascertain what level of deployment services the customer requires .
3. A G Cloud quote will be issued by our commercial team based upon the customer requirements from the prerequisite deployment survey.
4. On acceptance of the G Cloud quote the customer will be asked to agree to the G Cloud terms and conditions by sending a purchase order to progress the purchase of the service which will trigger the implementation phase.

Implementation Phase

5. The Project Management Office (PMO) will undertake change management by contacting the 'customer lead stakeholder' to arrange a deployment date and to go through the 'Scope of Works' to make sure everything agreed in the on-boarding phase is still current.
6. The customer will be asked to sign the 'Scope of Works' which will also be countersigned by the PMO setting the expectations of the deployment/migration.
7. Once the 'Scope of Works' has been signed the project will be initiated where the PMO will assign a project manager to manage the deployment/migration and act as customer point of contact throughout the project.
8. On completion of the deployment/migration project the customer will be walked through what has been undertaken as per the agreed 'Scope of Works' by the project manager and will be asked to sign the work sign off sheet to confirm acceptance of the project close.
9. At project completion the customer will be invoiced for the deployment/migration service ordered
10. To ensure customer satisfaction a member of the commercial team will follow up with the customer to discuss the deployment and request feedback to help Levett Consultancy continually improve its service delivery.



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Deployment Service Terms and Conditions

Cloud Support terms and conditions including termination clauses, compensation for missed targets are detailed within the associated G Cloud Services Terms and Conditions Document'

After Sales Support

Once a service has been delivered, a member of the Customer Relationship Team will contact the customer to confirm their satisfaction with the service and ensure that their expected outcomes have been met. Furthermore, customers will be able to contact their dedicated account manager for any post-delivery advice or future requirements.

Service Pricing

Deployment services costs including how to order are detailed within the G Cloud Cloud Pricing Document