

COL- Datacenter Consolidation

CITY OF LAWRENCEVILLE

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Purpose:

This Scope of work and quote is for CIT to provide a Data Center consolidation effort to the City of Lawrenceville. Data center consolidation can benefit the city by making its facilities and equipment more efficient and using fewer resources to achieve the same technology goals. This can take the form of consolidating servers, downsizing, or consolidating data center sites.

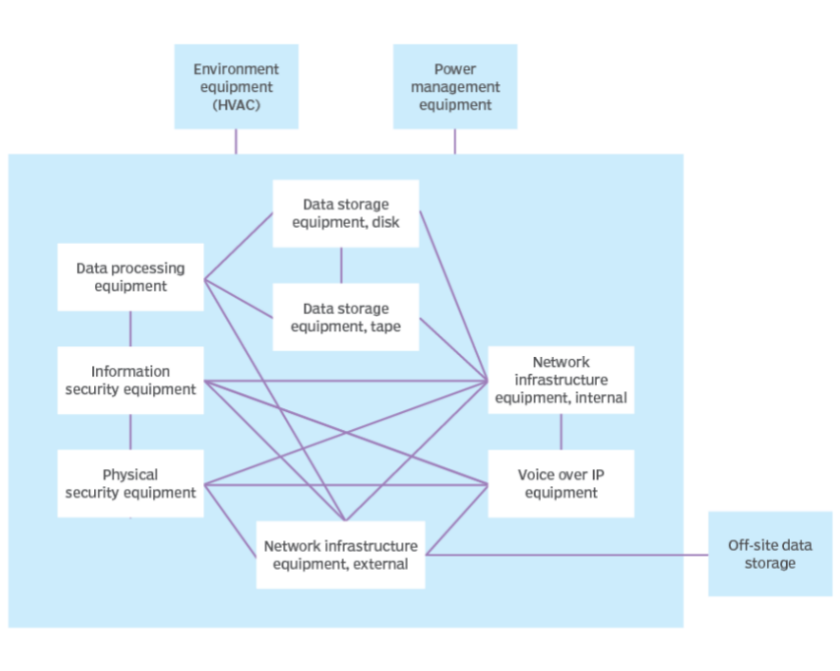
The CIT team will review the assets that are not at their full capacity and help consolidate them in between the city and PD. The benefits of data center consolidation include simplified risk management, easier compliance with regulatory measures, and easier disaster recovery (DR) processes.

Furthermore, we are a current participating TIPS vendor for Technology Solutions, Products and Services Agreement Number 230105. We provide discounted technology products and services including the services presented in this proposal.

CIT believes that Data Center Consolidation will help with the below benefits to the City,

- Simplified control and infrastructure management
- Cost reductions
- Easier risk and security management
- Energy efficiency and environmental benefits
- Improved compliance
- Easier disaster recovery

Traditional Data Center topology



Scope of Work

- Consolidate two separate hypervisor clusters from different domains into one hypervisor cluster.
- Migrate virtual machines (VMs) from the existing clusters to the new hypervisor cluster in the target data center.
- Deploy new hardware infrastructure in the target data center to support the consolidated hypervisor cluster.
- Ensure minimal downtime and data loss during the migration process.
- Handle all areas of migration including design, configurations, and testing that are out of the scope of manufacturer implementation support.

Phase-Wise Plan

Phase 1: Assessment

- Conduct a comprehensive inventory of existing VMs, their dependencies, and resource requirements.
- Design the architecture for the new hypervisor cluster in the target data center.
- Establish connectivity between the source and target data centers.
- Define roles and responsibilities for the migration team.

Phase 2: Migration Execution

- Prioritize VMs based on criticality and dependencies.
- Perform test migrations to validate the migration process and identify any potential issues.
- Coordinate with application owners for scheduled downtime windows.
- Execute the live migration of VMs from the source clusters to the target cluster using tools like Microsoft Hyper-V Live Migration.
- Validate VM functionality post-migration.

Phase 3: Validation and Optimization

- Conduct post-migration validation tests to ensure all VMs are functioning as expected.
- Optimize resource allocation and performance tuning on the new hypervisor cluster.
- Update documentation and configuration management databases with the new infrastructure details.

Assumptions

- The project will be executed remotely.
- Sufficient resources and budget allocated for the design, implementation, and maintenance of the DR solution.
- Required access and privileges for accessing and performing the project.
- Sufficient network bandwidth between the source and target data centers for data migration.
- Hands and eye support must be arranged by the customer at the data center.
- Compatibility of VMs with the new hypervisor environment.
- Cooperation and support from application owners for scheduling downtime and validating application functionality post-migration.
- Required network equipment and configurations to be available as per design.
- All work will be performed Remotely.
- Client to provide additional design documentation as needed for Cira's understanding.
- CIT is to have access to all individual devices listed in the scope. No screen share or RDP support will be provided.

Out of Scope

- Major enhancements in network or design related are out of scope.
- Application-level migrations or reconfigurations (limited to VM migration only).
- Datacenter facility-related tasks such as physical relocation of equipment or power/cooling considerations.
- Licensing costs associated with third-party software installed on VMs (e.g., Microsoft SQL Server, Oracle Database).
- Any design changes will be out of scope.
- Onsite hands/Eyes support.
- Any changes on Routers and Switches will be out of scope.
- Any further changes in the Client environment will be assessed for change in CIT effort/cost and such changes will be communicated to the Client in writing and shall be implemented subject to Client approval.

Estimated Timeline

Key Phases	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Project Kick off						
Planning and Preparation						
Migration Execution						
Validation and Optimization						

Completion Criteria

- Contractor shall have fulfilled its obligations when any one of the following first occurs:
- The contractor accomplishes the Contractor activities described within this SOW, including delivery to the Client of the materials in line with the scope of work and the Client accepts such activities and materials without unreasonable objections.
- CIT resource will perform its best to identify and troubleshoot the issues in a reasonable time frame as agreed mutually and will escalate any unresolved issues to obtain help from the Product Vendor and will closely work with the Product Support team while keeping the client informed of progress.
- CIT does not guarantee or be responsible for any product features nonfunctional due to limitations from Product/Service from the Manufacturer

Pricing

CIT SERVICE	COST TO COL
One Time implementation and Migration Service	\$ 49,320.00
Managed Services- L3 engineer – 80 hours -Post migration support -Hours can be used 90 days after the migration/project completion	\$7,200.00
Total Cost	\$56,520.00

STATEMENT OF WORK ACCEPTANCE

The project scope, terms, and conditions are as outlined in this document. Once fully executed, this document will become the Statement of Work for the project defined in this document. The Customer's signature below authorizes CIT to begin the services described above and indicates the Customer's agreement to process and pay the invoices associated with these services.

The CIT assigned project manager and your account executive will be in touch to schedule a Project Kickoff meeting and confirm desired start and completion dates as soon as possible after SOW acceptance. Before the Project Kickoff, the CIT project manager and the CIT Practice Manager will allocate project resources in our best attempt to satisfy your scheduling desires. At the Project Kickoff, the CIT Project Manager will review the SOW, and present the proposed timeline, resource requirements, and project deliverables. The project manager will also review the change control process to be followed, confirm the Customer Contact information, and any other project administrative items.

DISCLOSURE

This Statement of Work (SOW) is governed by the terms and conditions outlined in the Master Service Agreement (MSA) signed between Cira Infotech and the City of Lawrenceville. Any terms defined in the MSA shall have the same meaning in this SOW unless otherwise stated. For clarity, the MSA includes but is not limited to provisions regarding confidentiality, payment terms, dispute resolution, and intellectual property rights. The specific services, deliverables, timelines, and pricing detailed in this SOW are supplementary to and should be read in conjunction with the MSA.

City of Lawrenceville	Cira Infotech
Signature:	Signature:
Print Name:	Print Name:
Title:	Title
Date:	Date: