SirviS DATA CENTER RELOCATION SOLUTIONS

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When it comes to relocating your critical IT hardware there are a lot of moving pieces. Whether moving one server or one data center, SirviS will be there from the planning stage until the end of your project to safely and efficiently relocate your IT assets.

WHY RELOCATE?

- Merger / Acquisition
- Consolidations
- Expansions
- Change of IT strategy
- Facility changes
- Diversify global footprint
- Security

WHY SIRVIS?

- Tailored experience
- Well documented and transparent methodology including risk and change management
- Experienced project and technical staff
- Global capacity from small moves, multi-phase, or single phase data center relocations
- Insured
- Asset Analysis

WHAT'S INCLUDED

- Planning sessions with project and technical teams focused on achieving your goals
- Logistics, Technical, and Project Management
- Coordination between OEM and Other 3rd Party Vendors
- Site Survey / Inventory Audit / Cable Audit / Support Audit
- Hardware Procurement Consulting
- Facility Readiness Review
- User/Application Dependency
- Disaster Recovery Readiness Review
- Transportation, Logistics, and Materials
- Onsite Technical and Project Team for Physical Relocation
- Cable Management
- Power on and Validation
- Day 1 Support

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SirviS DATA CENTER MOVE PLAN & OVERVIEW

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REVIEW ORIGIN & DESTINATION FLOOR PLANS

The new space allowed for better organization of departments, so users who were previously seated together were dispersed throughout the new office. Therefore, clear and detailed documentation was needed to ensure each station was relocated to the correct cubicle.

AUDIT

An initial audit will be completed to determine what peripheral devices were included with each workstation and the preferred orientation of each user to ensure a smooth and seamless transition for employees. A server audit of both locations will also performed to determine what equipment would remain in production or be decommissioned from the environment.

WEEKLY CONFERENCE CALLS

Weekly calls with the SirviS project management team will be scheduled to keep all parties up to date on the progress of facility readiness, scheduling, device procurement, issues, and changes.

RISK ASSESSMENT

All possible risks will be assessed and assigned multiple ratings based on likeness, level of impact, and cost. A risk response plan covering all contingencies and mitigation strategies will be presented to the client.

STAGE 1 - DECOMISSION

The relocation will be scheduled over the weekend. Systems will be powered down in the early afternoon by the client in order of lowest priority, allowing higher-ups to continue working as long as possible. All equipment, and peripherals will be validated against the inventory list in case of any undocumented changes. Equipment will then be labeled with non-residue labels and packed according to SirviS' packing standards.

Server equipment will be confirmed offline alongside the client remote system administrators. SirviS will document and remove patch cable connections and un-racked the equipment before bringing it to the staging area. The server equipment will be boxed and palletized according to SirviS and customer agreed upon packing standards.

STAGE 2 - RECOMISSION

Efficiency will be realized through the planning process, so SirviS will mount monitors, PC mounts, surge protectors, and cable prior to the weekend maintenance window.

Server equipment will be prioritized for reinstallation by an engineering team focused on an RTO/RTP goal agreed upon during planning. After the physical equipment is mounted and patched, SirviS engineers will work with the remote system administrators to configure ports and IP addresses. Onsite troubleshooting will be performed when required to complete validation of the network remotely.

Upon equipment arrival, the IT equipment will be cleaned with compressed air and anti-static cloths. All equipment will then be validated against the inventory list to ensure no equipment is missing. The SirviS team will follow the technical action plan and set up the equipment according to the preferred layout. Power, monitor, data, and voice cables will be connected, and equipment will be powered-up and tested for connectivity and speed. Any issues will be troubleshot by our on-site Technical Support team.

STAGE 3 – DAY ONE SUPPORT

By Monday morning the Datacenter will be completely operational and employees will be able to seamlessly continue operations where they had left off before the weekend. Our onsite Technical Support team will be n standby with established call procedures in case of any issues with faulty cables, unresponsive equipment, or last-minute changes.

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