



Advanced Intelligence Engineering

www.AIE195.com

We have prepared a quote for you

Exchange Online Email Migration

Quote # KE000327 Version 3

Prepared for:

Wheaton Park District

Prepared by:

Kirsten Ekstrand

Wednesday, July 05, 2017

Wheaton Park District
Mike Benard
1777 S Blanchard St
Wheaton, IL 60189
mbenard@wheatonparks.org

Dear Mike,

Per your request, I've refreshed the executable proposal for an Exchange Online migration for the Wheaton Park District. This proposal assumes the migration of 200 mailboxes, with a one-time cost of \$15,000 and an annual cost of \$8,398. Optionally, WPD can pay monthly for the hosted mail cost.

The migration should have minimal user interaction. An Outlook plug-in will be deployed in the existing domain to migrate user settings in the background in preparation for the switchover. At the time of the switchover, users will be prompted to restart Outlook, and will be ready to go with the new system. This migration will take place automatically for domain computers. AIE will also provide instructions to any users who are not on the Windows domain for how to connect email to Exchange Online, and be available to assist if users run into problems.

AIE recommends scheduling the cutover for after the summer busy season is over, to allow for minimal user disruption. This also allows us to complete the backend migration over an extended period of time, which should also minimize user issues.

Let me know if you have any further questions!



Kirsten Ekstrand
Service Delivery Manager
Advanced Intelligence Engineering

Exchange 2007 to Exchange Online Upgrade

Description	Price	Qty	Ext. Price
Office 365 Advanced Email Migration <i>The Office 365 migration only needs to be performed one time. These fees include a tool that connects the end-user's desktop Outlook application to the new Exchange online mailbox, and transfers all their Outlook settings. Project fees for the migration also include the following tasks:</i> <ul style="list-style-type: none"> • Project planning and coordination • Setup of online accounts and provisioning of licensing • Migrate existing mailboxes • End-user Outlook profile setup to connect to Office 365 • End-user migration of address autocomplete, signature blocks, and archived PSTs to new Outlook profile 	\$75.00	200	\$15,000.00
Subtotal			\$15,000.00

Licensing Option #1 - Pay Annually

Description	Recurring	Qty	Ext. Recurring
Exchange Online Plan 1 <ul style="list-style-type: none"> • Business class email, calendar, and contacts with a 50 GB inbox • Compatible with Office 2013 and Office 2010 (software licensing not included) 	\$41.99	200	\$8,398.00
Recurring Subtotal			\$8,398.00

Payment Terms

In order to initiate the work, AIE requires a signed copy of the agreement along with 100% down payment on all hardware and licensing and 50% down payment on all labor. The balance of the labor, along with any additional surcharges or tax, will be billed Net20 upon completion of the work.

Exchange Online Email Migration



Prepared by:
Advanced Intelligence Engineering
Kirsten Ekstrand
630-936-4045, ext. 106
Fax (815) 346-5342
kekstrand@aie195.com

Prepared for:
Wheaton Park District
1777 S Blanchard St
Wheaton, IL 60189
Mike Benard
(630) 510-4956
mbenard@wheatonparks.org

Quote Information:
Quote #: KE000327
Version: 3
Delivery Date: 07/05/2017
Expiration Date: 07/31/2017

Assumptions

- Client staff will be available in a timely manner for questions and testing of changes.
- Client will provide all necessary software discs, serial numbers, and passwords for any software needing to be reinstalled.
- The work will be completed Monday-Friday / 7:30am-5:30pm, unless otherwise designated by AIE.
- Number of mailboxes (200) is an estimate. Should additional mailboxes be needed as a part of the migration, additional charges will apply.

Should any of these assumptions prove to be incorrect, additional labor will be billed at WPD's contracted project rates of \$162/hr.

Quote Summary

Description	Amount
Exchange 2007 to Exchange Online Upgrade	\$15,000.00
Total:	\$15,000.00

Recurring Expenses Summary

Description	Amount
Licensing Option #1 - Pay Annually	\$8,398.00
Recurring Total:	\$8,398.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Advanced Intelligence Engineering

Wheaton Park District

Signature: _____

Name: Kirsten Ekstrand

Title: Service Delivery Manager

Date: _____

Signature: _____

Name: Mike Benard

Title: Executive Director

Date: 6/8/17



create. discover. play.



VISION96

9550 W. Higgins Rd., 8th Floor | Rosemont, IL 60018 | www.vision96.com

Date: July 5, 2017

Topic: Email Upgrade

Recommendation: Move to Microsoft Hosted Exchange E-Mail Service

EXECUTIVE SUMMARY

The park district is several major versions behind and it is time to complete an upgrade. The IT department's recommendation is to move to a "cloud/hosted" version which allows several benefits. These are outlined below however the major ones include a faster transition to a current version with more business continuity. Summary version of decision process is outlined below, including TCO comparison of premise versus hosted versions.

Summary of Process

1. Technology Review Process
 - a. IT Recommendation is to move to Hosted Exchange by Microsoft, administered by AIE
 - b. 18-month review by CIO, AIE, Department Head, Finance, user impact completed
 - c. IT Department can administer and complete the upgrade & changes, continue to manage ongoing
 - d. Current State (On-Premise version) is that WPD is **many versions behind** and to bring current there needs to be more than one upgrade as it can't happen concurrently.
 - e. Financial Summary below: Ongoing upgrades will be part of the "Hosted Solution" and no additional cost by Microsoft nor for management using IT.
2. Benefits:
 - a. Immediate Current Version upon upgrade
 - b. Microsoft responsible for updates (server, maintenance, software), AIE manages
 - c. Additional Archive Folder, Backup, Storage
 - d. Mitigates risk
 - e. Less infrastructure and management
 - f. Less Network Data Traffic
 - g. Less WPD infrastructure for hardware and software storage and backup

FINANCIAL SUMMARY

Premise Based Email Upgrade			
	SW	Labor	Total
Year 1	\$14,565.00	\$11,178.00	\$ 25,743.00
Year 2 (IT Mgmt)(AIE)			\$ 1,500.00
Year 3 (IT Mgmt)(AIE)			\$ 1,500.00
*Upgrade #2			\$ 12,000.00
Total			\$ 40,743.00
*Upgrade #2 Estimate			
**This solution has two step process to bring current. Add estimated future software expense to be \$15,000 and \$12,000 labor every 3 years.			

Recommendation: Hosted Exchange Email Upgrade			
	SW	Labor	
Year 1	\$8,398.00	\$15,000.00	\$ 23,398.00
Year 2	\$8,398.00		\$ 8,398.00
Year 3	\$8,398.00		\$ 8,398.00
*Upgrade #2 Not Applicable			\$ -
Total			\$ 40,194.00
*Upgrade #2 no fee for ongoing upgrades			
**Outside of significant changes from Microsoft, costs for software, management and changes including upgrades are included in the \$8,398.00 annual cost.			

Additional Note: 2017 budgeted amount is \$22,369.00. 2018 & 2019 budgeted amounts are \$8,398.00 annually.

Regards,

Adam Nirenberg

vCIO – Wheaton Park District