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We have prepared a quote for you

Wheaton Park District - Upgrade RecTrac Server

Quote # GP001679 Version 1

Prepared for:

Wheaton Park District

Prepared by:

Geoff Pearson

Advanced Intelligence Engineering

Wednesday, February 12, 2020

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

Dear Mike,

This quote presents options for upgrading the RecTrac and WebTrac servers to a version of Windows that is still actively supported by Microsoft. The options are as follows:

- **Option 1** - Upgrade the operating system on the existing servers and continue using the installations of RecTrac and WebTrac at their current versions
- **Option 2** - Upgrade RecTrac software to the latest version and move it and WebTrac to new virtual servers running Windows Server 2016

Option 1 requires that the existing servers will be changed (they would be upgraded to Windows Server 2012 R2), which means that backups would need to be restored in order to return the servers to their previous state should the upgrade fail. The advantage is a potential time savings because the RecTrac and WebTrac installations will not have to be migrated to new servers. Note that this option requires testing because in-place upgrades of server operating systems are not commonly performed, and while they can be completed successfully, all possible areas for failure must first be identified so that they can be addressed proactively when the upgrade is performed on the production server.

Option 2 preserves the existing servers so that they can be used as a fallback in the event that the upgrade fails. Two new servers will have to be built to run RecTrac and WebTrac. Besides being non-destructive, the advantage to this option is that the new servers will be clean installations that will not perpetuate any pre-existing problems that the current RecTrac or WebTrac servers may have developed during their years in service. A newer version of the Windows Server operating system (2016) would be installed on the new servers, which would remain in support with Microsoft longer. This would be an advantage in case the migration of RecTrac to the cloud-based 3.1 version becomes severely delayed for any reason. However, the drawback to this option is that it is more costly overall.

Note that the monthly recurring services charges will not be affected by this project, as the same number of servers will be present before and after the project's implementation.

The total cost of **Option 1** comes to **$4,320**

The total cost for **Option 2** comes to **$11,647.16**

Please let us know if you have any questions at all.

Best regards,

Geoff Pearson
Service Delivery Manager
Advanced Intelligence Engineering

Option 1 - In-Place Upgrade of OS on Existing Server

◢ Test In-Place Server Upgrade

Test an in-place server upgrade from Windows Server 2008 R2 to Windows Server 2012 R2 in WPD's VMware environment.

◢ Upgrade RecTrac Server

Perform an in-place upgrade of the RecTrac server from Windows Server 2008 R2 to Windows Server 2012 R2. Validate that the application is functioning as expected after server upgrade.

◢ Upgrade WebTrac Server

Perform an in-place upgrade of the WebTrac server from Windows Server 2008 R2 to Windows Server 2012 R2. Validate that the application is functioning as expected after server upgrade.

Option 1 - In-Place Upgrade of OS on Existing Server Subtotal:	**$4,320.00**

Option 2 - Move RecTrac to New Server

◢ Build New VMs

Build two new virtual servers running Windows Server 2016.

◢ Install Prerequisites

Install prerequisites on servers including .NET, IIS, ARR, RecTrac and WebTrac components

◢ Install RecTrac Server Components

Work with VSI to upgrade RecTrac version 10.3z01.

◢ Install WebTrac Server Components

Work with VSI to upgrade WebTrac.

◢ Upgrade Clients

Uninstall clients and install new client on 112 end user machines.

◢ Firewall Rules

Update firewall rules pointing to the WebTrac and RecTrac servers.

Option 2 - Move RecTrac to New Server Subtotal:	**$8,820.00**

Option 2 - Software & Licensing

Description	Price	Qty	Ext. Price
Microsoft Windows Server 2019 Standard - License - 16 Core - Microsoft Qualified, Volume, Local Government - Microsoft Open License for Government - English - PC	$706.79	4	$2,827.16
		Subtotal	**$2,827.16**

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.

Wheaton Park District - Upgrade RecTrac Server

Prepared by:

Advanced Intelligence Engineering

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Prepared for:

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Quote Information:

Quote #: GP001679

Version: 1
Delivery Date: 02/12/2020
Expiration Date: 02/18/2020

Option 1 - Assumptions

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  - In-place upgrading of the servers may require additional post-upgrade configurations of the operating system. Time has been included for testing in order to identify and plan for addressing the configurations during the actual upgrade window.
  - This option requires that the existing servers be changed, which means that backups would need to be restored in order to return the servers to their previous state should the upgrade fail.
  - The server upgrade is estimated to require RecTrac and WebTrac downtime for eight hours and will occur at an agreed upon time outside of the business hours of 8 AM-5 PM.
  - VSI premium support will be charged by Vermont Systems at $225/hr. if needed during the upgrade window which is estimated to be 8 hours.
  - 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.

Should any of these assumptions prove to be incorrect, additional labor will be billed at AIE's project rates of $180/hr, with after hours work billed at 1.5x project rates.

Option 2 - Assumptions

- The server upgrade is estimated to require RecTrac and WebTrac downtime for eight hours and will occur at an agreed upon time outside of the business hours of 8 AM-5 PM.
- As client upgrades are estimated to take 30 hours to complete, clients will need to be upgraded in order of priority. Additional downtime for client computers outside of the upgrade window for the servers will be required to complete all client upgrades.
- This option preserves the existing server so that they can be used as a fallback in the event that the upgrade fails.
- VSI premium support will be charged by Vermont Systems at $225/hr. during the upgrade window which is estimated to be 8 hours.
- 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.

Should any of these assumptions prove to be incorrect, additional labor will be billed at AIE's project rates of $180/hr, with after hours work billed at 1.5x project rates.

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

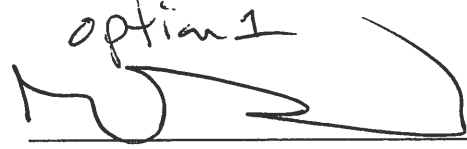## Advanced Intelligence Engineering

Signature: _____

Name: Geoff Pearson

Title: Service Delivery Manager

Date: _____

Wheaton Park District

option 1

Signature: _____

Name: Mike Benard

Title: Executive Director

Date: 2/21/20