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City of Rapid City - Domain Migration project – June 2008

Below is a summary of the domain migration project for the city of Rapid City. The below listed steps will take three-four technicians approximately 150 hours to complete at a cost of $225/hr not to exceed $33,750.00. Based upon the network evaluation no additional hardware should be needed to complete the migration. Any hardware or software that is needed for the migration is not included in the project cost and would be incurred by the city of Rapid City if needed. All migration processes will be completed by Microsoft Certified Professionals, and the project leads will be Microsoft Certified System Administrators/Engineers. At the completion of this project all users, workstations, and servers for the Rapid City offices, Rapid City Airport and the Rapid City Fire Department will migrated to the new Rapid-City domain and will be consolidated to one forest. Any servers running Windows Server 2000 will be upgraded to Server 2003. The backup server – DP600 will be configured to run backups for all required servers in the Rapid-city domain. All work completed will be thoroughly documented and all documentation will be presented to Jim Cook at the completion of the project.

The process outlined below has been developed based upon an investigation and evaluation of the current city network and the planned city/county network. The steps will be executed in a manner that will have the least possible impact on city network and end users, however temporary outages of the network will be experienced during the migration. Any planned outages will be scheduled with Jim Cook (Rapid City Information Technology Office) in an effort to minimize impact to daily usage. Precautionary measures will be implemented, however unexpected outages *could* happen. In the event of an unexpected outage Jim Cook will be notified immediately and a plan of action will be developed as quickly as possible.

Please sign below to accept this proposed statement of work and fax this page to 605-574-2227

Signature: _____ Date: 6/13/08

Domain Migration Outline

1. Ensure CSAC-EXCHANGE and RTS-FILESERVER servers are up to date with all Windows updates.

2. Configure a test workstation that resides in the current city domain and test the domain migration process as outlined below.

3. Migrate the Computer accounts from Rapid_City and RCFIRE Active Directory domain to the new Rapid-City domain (part of the shared Rapid City / Pennington County forest). This process will maintain the existing computer accounts in both the existing Rapid_City and RCFIRE domains.

4. The computer accounts in the new Rapid-City domain are to be organized into the City and Fire Dept managed workstations OU's. This OU structure will allow the computer accounts to be managed efficiently and facilitate an environment to support Group Policy deployment.

5. Run scripts to disjoin and join the workstations to the new domain. Manually join any workstations that were unable to with the script.

6. Verify that profiles and SIDs are maintained on the client workstations after logging on to the new domain. If we have issues with this then will need to manually copy profiles for individual workstations.

7. Migrate the Server accounts from the Rapid_city and RCFIRE domains to the new Rapid-city domain.

8. Manually disjoin and join the servers one at a time to the new domain verifying maintained access to applications, file shares, and web servers. Make any security updates to SQL databases or application servers as needed.

9. Standardize all city and fire dept usernames to use a common naming convention of FirstName.LastName and create passwords for all users in the new domain. This common naming convention will allow user names to match their email address names and provide a predictable environment for future implementations of scripting. Standard usernames are a strong recommendation to ease the implementation of all future projects, scripting processes, and new user creation.

10. Remove any security settings no longer needed from the Exchange migration.

11. Demote all domain controllers in the old domain and bring down Rapid_city and RCFire domains.

12. Clean-up DNS servers removing stale records, doing any needed reconfigurations.

13. Re-configure any servers in the new domain as Domain Controllers as needed. Remove any un-needed services from domain controllers.

14. Re-load any Windows 2000 servers with Window Server 2003 for enhanced security and for compatibility with DPM 2007.

15. Reconfigure the DPM server to run backups using the previously outlined protection groups against all servers.