CONSENT ITEM

RE: G-Suite for Business/Virtru/CloudMigrator

DEPARTMENT: Administration

PROGRAM: Information Technology

RECOMMENDATION: Purchase G-Suite for Business accounts for all full-time employees and Mayor & Aldermen. Include third-party encryption software called Virtru for Police and Court staff and CloudMigrator Migration software. The product pricing from Google and Virtru are the same regardless of vendor.

Professional services including implementation, migration and training to be provided by Umzuzu.

EXPLANATION: This is a budgeted project for 2018. The City will move from the onsite, server-based Exchange email system to the G-Suite for Business cloud alternative (gmail). G-Suite for Business offers much more than just email and calendar. Users will have access to a plethora of applications including Google Drive, Docs (like MS Word), Sheets (like MS Excel), Forms, Slides, Sites, Vault, unlimited mailbox storage, unlimited file storage, and many more features.

G-Suite for Business is not platform dependent. It will work with Apple iOS, Microsoft Windows, Androids, Chromebooks, etc.

All applications and accesses secured and administered from an Administrative console. All full-time employees will have a G-Suite account at $10/month (145 employees).

Virtru is encryption software used in conjunction with gmail offering secure communication and is CJIS compliant. The Virtru product will added to Police and Court staff at $5/month (61 employees).

CloudMigrator will take the existing Exchange user accounts and move them to the appropriate gmail account. This product is a one-time cost of $10 per Exchange account (112 individual accounts).

Umzuzu will provide professional services including implementation, migration, and training for both end-users and Administrators ($6,900). Umzuzu comes recommended by both City of Creve Coeur and City of Richmond Heights having assisted with their migrations to G-Suite (please see attached Umzuzu proposal and separate cost analysis).

SUBMITTED BY: Paula Reeds

DATE: 04/17/2018

2018 Ballwin IT Budget for Project   **$23,800**

Project Total / June - December 2018   **$22,060**

Proposed Fees	Unit Cost	City Users	Launch Month 1	7-Month Per Month(s) 6 - 12
G-Suite Business (Google)	$10	145	$1,450	$1,450
Virtru Encryption Software Service (PD)	$5	61	$305	$305
G-Suite Web-based Training	Included	145	$0	$0
CloudMigrator Migration Software (One-Time Cost)	$10	112	$1,120	$0
			$2,875	$1,755

Umzuzu Professional Services Fee Schedule			One-Time Cost
Managed Migration - Exchange 2010	$20	145	$2,900
On-Site Training for Users and Admin	$4,000	1	$4,000
			$6,900

Launch	7-Month	Total
$9,775	**$12,285**	**$22,060**

Department Allocation - Monthly/Annual

Year 2 Expense

	Admin	Parks	PW	PD	Total
# of Users	28	26	30	61	145
G-Suite	$10	$10	$10	$10	
Virtru (PD)	$0	$0	$0	$5	
Monthly	$280	$260	$300	$915	$1,755
Year 2 Annual	$3,360	$3,120	$3,600	$10,980	$21,060
%of Total	16%	15%	17%	52%	100%

City of Ballwin
G Suite Business Implementation

Statement of Work (SOW): 27809

Date: 04/12/2018	Client Representative: Paula Reeds
Est. Start Date: TBD	Est. Duration: 6-8 weeks

Current Environment:
- On-premises Exchange 2010 Server
- Primary ballwin.mo.us
- Nameservers at DigitalOcean / Cloudflare, Inc.

Proposed Environment:
- G Suite Business: Gmail, Calendar, Drive, Hangouts, Sites, etc.
- Gmail web application for mail client
- Google Sync for iOS/ Android
- Email spam and virus protection included
- Unlimited storage per User
- 2 Step Verification included
- Mobile Device Management (MDM) included
- Google Vault archiving and eDiscovery included, Unlimited Storage
- Google App Maker custom development platform included

Description of Work:
Umzuzu shall provide consulting services in connection with City of Ballwin's move to G Suite.

G Suite Implementation - Managed Migration
- Umzuzu will provision the Google Cloud environment.
- Umzuzu will configure G Suite Directory Sync to provision all Users and Groups (Distribution Lists).
- Umzuzu will coordinate a 3-Phased Deployment: Core IT, Early Adopter, Global Go Live
- Umzuzu will provision the CloudMigrator service and connect to Exchange 2010 and the G Suite Business environment for the purposes of data migration
- Umzuzu will migrate active Exchange mail, calendar, and contact data.
- Umzuzu will provide software and instruction to assist staff in the migration of local .PST data to G Suite user accounts.
- Umzuzu will coordinate the required DNS changes to facilitate Google Cloud domain verification and mail routing.
- Umzuzu will assist with the reconfiguration of email-enabled applications and appliances.
- Umzuzu will deploy the web-based G Suite Training.
- Umzuzu will provide 5, 20 person on-site training sessions over 2 days. Training will cover Gmail and Calendar. Client will provide training facilities and computers.
- Umzuzu will configure Exchange to facilitate dual email delivery for the purposes of a Phased Deployment.
- Umzuzu will assist in the configuration of email-enabled applications and devices
- Umzuzu will assist with Q&A, general troubleshooting, etc.
- Virtu encryption service available to meet CJIS and PII data requirements

This document encompasses services to be performed in connection with this Statement of Work only. This Statement of Work may not be modified except by an amendment as provided in the Statement of Work fully executed by the Parties.

Table 1 - Software Services and Products Fee Schedule

Item	Description	Unit Cost	Quantity	Term
1	G Suite Business	$10	145*	Monthly
2	G Suite web-based training	Included	145*	Perpetual
3	CloudMigrator Migration Software	$10	112*	One-time cost
4	Virtru Encryption Service	$5	61*	Monthly

Table 2 - Professional Services Fee Schedule

Item	Description	Unit Cost	Quantity	Term
5	Managed Migration - Exchange 2010 Server (on-premises)	$20	145*	One-time cost
6	On-site training sessions. 100 employees. Five 20 person sessions.	$4000	1	One-time cost

The approximate number of employee mailboxes provided by client, actual number will be billable. Email enabled applications devices like All-in-One printer/scanners and voicemail systems may also require a G Suite subscription. Annual billing is available upon request.

Payment Terms:

Table 1 payments are due within 30 days upon execution of agreement.

50% of Table 2 fees are due upon execution of agreement. Remaining 50% are invoiced upon successful go-live. Supplemental desktop configuration or migration services specific to G Suite can be provided at $150/hour per client request.

All invoices shall be provided digital via email to:

Paula Reeds

preeds@ballwin.mo.us

All payments shall be mailed to:

Umzuzu
5909 Martway
Suite 100
Mission, KS 66202