



Request for Proposal

Project Name

Windows 2003 Server Replacement, Virtual Server Upgrade, and Domain Elevation (RFP 2)

Description

The Historical Society of Pennsylvania (HSP) is one of the largest family history libraries in the nation, has excellent collections on local and regional history, and offers a manuscript collection renowned for its 17th-, 18th-, and 19th-century holdings. The Balch Institute's merger with HSP in 2002 (and a strategic alliance with the Genealogical Society of Pennsylvania in 2006), have made the Society one of the nation's leading repositories of ethnic and immigrant studies materials. The Society houses some 600,000 books, pamphlets, serials, and microfilm reels; 20 million manuscripts; and over 300,000 graphics items, making it one of the nation's largest non-governmental repositories of documentary materials.

HSP operates a mixed collection of Windows and Linux servers, both virtual and physical. The application server on which our financial database—Abila (Sage) MIP Fund Accounting—and our Raiser's Edge membership management database are hosted currently runs Windows 2003 Server. The database software on the server is Microsoft SQL Server 2005. This server must be upgraded to later software in order to maintain support from Microsoft and to allow upgrades to the financial and membership software. At the same time, HSP would like to elevate our Windows domain functional level to the highest our servers will support and to virtualize the application server.

HSP currently operates two Xen 4.1 virtualization servers, on which we run a variety of Windows 2008, Debian Linux 7 (Wheezy), and CentOS 7 servers. The virtualization servers do not currently match in capacity or age. At the close of this project, HSP plans to move the older server into a development role, and to operate a matched pair of virtualization servers for our production applications.

Primary Objectives

- Upgrade Windows domain functional level to latest Windows Server version (2012)
- Replace legacy Xen02 hardware with hardware equivalent to Xen01 (specification supplied)
- Upgrade physical 2003 server to 2012 VM on new Xen server

- Upgrade MS SQL, Abila MIP Fund Accounting, and Raiser’s Edge software on new VM to latest versions.

Hardware and License Detail

Product	Quantity	Notes
HP ProLiant DL380 Gen9, 2 x Intel Xeon E5-2640v3 8-Core (2.60GHz 20MB), 16GB (2 x 8GB) PC4- 17000P-R DDR4 2133MHz RDIMM, 8 x Hot Plug 2.5in Small Form Factor Smart Carrier, Smart Array P440ar/2G Module 2 x 500W, No Optical, 3yr Next Business Day Warranty, HP Embedded 1Gb Ethernet 4-port 331i Adapter, HP 2U SFF Easy Install Rail Kit (CMA not included) HP DL380 Gen9 Secondary 3-Slot Riser Kit HP 96W Megacell Battery with 145mm Cable	1	Specified to match existing virtualization server.
8GB 1RX4 PC4-2133P-R KIT	6	
146GB 6G SAS 15K SFF SC ENT HDD	2	
HP 82E 2-Port PCIe Fibre Channel Host Bus Adapter - 2X - PCI Express - 8Gbps	1	
HP Insight Control License	1	
Windows 2012 Server Standard 2 Processor License	1	HSP provided
Windows 2012 Server CAL	75	HSP provided
Microsoft SQL Server 2014 License		HSP provided
The Raiser’s Edge License		HSP provided
Abila MIP Fund Accounting License		HSP provided

Proposal Deliverables

Please provide the following sections:

- General information about your company, including
 - a summary list of services offered,
 - brief biographies of key employees,
 - a selective customer list,
 - and references.
- Breakdown of all up-front hardware costs, including
 - the new server (see specification),
 - an HP rack mount kit if needed (HSP has an HP rack with more than 16U of free space available),
 - the cost of shipping to HSP, and
 - next day maintenance for three (3) years.
- Time and cost estimate for all in-scope services, including separate time estimates for each of the items included in the Service Detail List below.

- Hourly cost for any additional (out-of-scope) services mutually agreed upon after the project start.

Service Detail List

Planning

Confirm business requirements
Confirm infrastructure requirements
Confirm application requirements
Create test plan

Implementation

Install and configure (1) physical host
Configure virtual machine - Windows 2012 domain controller
Elevate domain to 2012 level
Configure virtual machine - Windows 2012 to replace old application server
Test and confirm operation
Optimize performance

Not Required in Proposal

- Software licenses - HSP will purchase or supply all required licenses.
- UPS - HSP has adequate UPS capacity in the server room.
- Xen virtualization software installation or configuration - HSP will configure Xen software and create new Windows VMs to bidder's specification.
- Migration of Xen virtual machines - HSP will migrate VMs as necessary.
- Taxes - HSP is a tax-exempt non-profit. (Bidders may include any documentation required with proposal.)

Payment Terms

- 100% down payment for hardware, shipping, and manufacturer provided maintenance service.
- 50% down payment for services.
- Balance to be billed monthly as the project progresses.
- Final project cost not to exceed 10% over original project estimate

Project Timeline

RFP posted on HSP website - July 14, 2015

Vendor questions and answers posted on website - July 14, 2015 to July 31, 2015

Proposals due - July 31, 2015

Contract signed - August 15, 2015

Work completed - September 15, 2015

Proposal Submission

Send proposals in writing (e-mail acceptable) by close of business on July 31 to:

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