Company Merger

Infrastructure Integration Project

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Meeting time:

**10/1/2019**

7:00 P.M. → 10: P.M.

**10/2/2019**

2:30 P.M. → 4:00 P.M.

Unique Purpose:

Osiris Therapeutics Inc is a Biotechnology company based in Columbia, Maryland and At a point of a company merger leading to an integration project, we see the need to have users on a single system in terms of support and feasibility. The Osiris to Smith and Nephew merger lead to a large scale integration project for laptop deployment. This involves the implementation of Smith and Nephew information technology department to create a standalone windows image, apply resources, configure systems on a user to user need basis. Tasks include setting up printers, label makers, handheld scanners and other materials used in an office space. The majority of the project is aimed on the network integration portion. There are two-way domain trusts setup, subnetting and routing of networks to enable VPN and resource sharing to users. Currently the ERP system in use is QAD, which will be replaced with in its majority with SAP as a order-to-cash ERP system.

Solution:

As a solution we have implemented our analysts to configure a properly functioning image to deploy to end users. Our developer and system analysts are tasked to convert the current ERP database which is QAD to SAP. This is an order-to-cash conversion. Deployment of machines will be a scheduled task, based on the completion of the network integration for resource sharing.

Steps to Deploy:

* Network Integration completion
* ERP Conversion
* Laptop Image
* User profiles loaded

Project budget: 400k laptops 42k docking stations 10k contractors for deployment

Salaries

Overview

* Budget
  + $420,000 - HP Elitebook G5
  + $42,000 - HP Docking station
  + $105,000 - Microsoft licensing - $ 20 per user, per month billed at 440 users
* ERP Transition
  + QAD to SAP
  + Trainings
  + Account creation
  + User roles and modifications
* Network integration
  + Two-way domain trust
  + Subnetting and routing tables
  + WiFi setup with access points
  + VPN tunnel setup
* Deployment
  + Image creation for machines
  + Testing

Project Sponsor: Jacob Goitom, Director of Information Technology - Smith and Nephew Inc.

Business need: This integration project has been created to have a smooth transition of systems meeting the users demands and business requirements to function at full capacity.

Business requirement: Using the same system, users from interconnecting departments can be trained and efficiently tasked to roles and features in a given system. In an industry standard, end-users are given a standard machine(laptop) to function from, all systems are tested in a closed environment. Which contains VPN, shared folders and networks, setting for outlook as well as other office products and overall the security of the local machine to an individual.

Business value: The systems when running is a smooth environment create an ideal workflow where each users tasks are completed in a timely and orderly fashion. This can be accomplished by understanding workflows in a given department to give a deeper understanding of what happens in a department.

Feasibility Analysis

The integration team has conducted an analysis as part of the evaluation process for the Merger. To further assess and analyze the risks and fail points, technical, economical and organizational feasibility will be reviewed and thoroughly tested in a closed environment.

Technical feasibility:

To further familiarize the technical concepts and the developmental phase of the given project, the team will use a standard cycle to conduct a risk assessment. Once that is complete the high risk components will be assessed and handled through a filter. That filter will in a way have task assignments and delegation of duty. The network engineer(s) will be in part responsible for the network integration. The systems analyst and engineers will be responsible for the support for the team. This system requires complicated integration methods to assure proper transfer of network tunnels and resource sharing. Talking with our network engineers, the process is seamlessly conducted during non-business hours to avoid an overlap in production flow in different departments. We also have external IT consultants from CTI who will be on standby to consult on tasks that cannot be handled by our team in the proper workflow.

Economic feasibility:

During this analysis, we see that the budget for this project will be substantial. Breaking it down we see the numbers reaching around $800,000. Majority of the budget is assessed from the need to purchase newer and more powerful machines. That number reaches around $400,000. Docking stations will be around $40,000. Cables will be around $2,000. Salaries for the teams assigned will be an estimated $500,000, based on 10 engineers at $8,000 a month for 6 months. Majority cost is capital expense for equipment cost.

Organizational Feasibility:

The project seems to be aligned with the goals of timely and efficiently managed systems. With the implementation of the newer machines. We also note the interest for the change over as change can be noted as a disturbance to some. For our top management support, the director of IT at Smith and Nephew supports our project. We consider Muhammad Hamza as champion for project manager as well as recognizinig his team for the work to be conducted. All team members support the idea of the integration to better support and to add a better perspective to IT controls.

System Complexity

The system is expected to be complex in its own manner, but the help and dedication from the team will make the efforts seamless and smooth as possible. There are many features that need to be tested and developed before being rolled out. Most systems will be integrated to a larger scale option. This involves cooperation from many teams including the messaging team, network team, software team, developer operations team, and many others.

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| TASK ID | TASK NAME | Estimated | | | |
| Assigned to: | Duration | Start date | Finish date |
| 1 | **Planning** | Hamza, Shaikha, Siril, Khadija, Josh, Jay | 4 weeks | 9/25/2019 | 10/23/2019 |
| 1.a | Gathering Requirements |  | TBD |  |  |
| 1.b | Create a project plan |  | TBD |  |  |
| 1.c | Financial planning |  | TBD |  |  |
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| 2 | **Analysis** | Josh, Khadija, Hamza, Shaikha | 3 weeks | 10/23/2019 | 11/13/2019 |
| 2.a | Understanding Requirements |  | TBD |  |  |
| 2.b | Examining changes required |  | TBD |  |  |
| 2.c | Business Analysis | Khadija | TBD |  |  |
| 2.d | Systems Analysis | Josh | TBD |  |  |
|  |  |  |  |  |  |
| 3 | **Design** | Jay, Siril, Hamza | 3 weeks | 11/13/2019 | 12/4/2019 |
| 3.a | Possible Design Options | Jay, Siril, Hamza | TBD |  |  |
| 3.b | System Design | Siril | TBD |  |  |
| 3.c | Network Infrastructure | Jay | TBD |  |  |
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