

# STATEMENT OF WORK

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Project Name : ABC CLOUD INFRA NETWORK UPGRADE

Issued to Organization Name : ABC

Issued to Organization Address : New York 12345

Issue to Organization Name: DEF

Issued by Organization Address : Los Angeles 12334

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## INTRODUCTION

ABC wants overhaul of its current cloud infra network infrastructure

## BACKGROUND INFORMATION

ABC wants to position itself has a strong player in cloud computing and hence this upgrade project is very critical to its future vision.

## CURRENT ENVIRONMENT

The mission of the cloud infra network upgrade project is to enhance the efficiency, reliability, and security of the existing network infrastructure, enabling seamless connectivity and improved performance for all users.

Strategic Objectives:

- **Improve Network Performance:** Enhance network speed, bandwidth, and latency to ensure faster and more responsive connectivity, enabling efficient data transfer and reduced network congestion.
- **Enhance Scalability:** Upgrade the network infrastructure to support increased user capacity and accommodate future growth in network demands, enabling seamless expansion without compromising performance.
- **Strengthen Security Measures:** Implement robust security protocols and measures to protect the network infrastructure from unauthorized access, data breaches, malware, and other cyber threats, ensuring the confidentiality, integrity, and availability of data.
- **Optimize Network Reliability:** Improve network uptime and minimize downtime by implementing redundancy measures, fault-tolerant configurations, and proactive monitoring to detect and address potential network issues before they cause disruptions.
- **Streamline Network Management:** Implement centralized network management tools and technologies to simplify network administration, monitoring, and troubleshooting processes, enabling faster response times and efficient resource allocation.
- **Enhance User Experience:** Ensure a seamless and consistent user experience by optimizing network performance, reducing latency, and providing reliable connectivity across different devices and locations.

Current Technology : Native

Current Constraints : Budget

## GOALS AND OBJECTIVES

**Business Goal:** Improve network performance and reliability to enhance overall business operations.

**Technical Goal:** Upgrade network infrastructure to leverage advanced technologies and meet technical requirements.

**Service Goal:** Enhance network services and support to meet customer expectations and service level agreements (SLAs).

**Security Goal:** Strengthen network security to protect against cyber threats and ensure data confidentiality.

## SCOPE OF WORK

- Evaluate the current network infrastructure and identify areas for improvement.
- Design and implement a scalable and high-performance network architecture.
- Upgrade network equipment, including switches, routers, firewalls, and wireless access points.
- Enhance network security measures, including implementing robust authentication and access control mechanisms.
- Optimize network performance and bandwidth utilization.
- Ensure minimal disruption to ongoing network operations during the upgrade process.
- Test and validate the upgraded network to ensure its functionality and performance.

## DELIVERABLES

- Network Assessment Report: Documenting the current network infrastructure, including its strengths, weaknesses, and areas for improvement.
- Network Design Plan: Providing a detailed network architecture design, including equipment specifications, network topology, and security measures.
- Network Upgrade Implementation: Deploying new network equipment, configuring devices, and implementing security measures as per the design plan.
- Network Performance Testing Report: Conducting thorough testing to ensure network functionality, performance, and security.
- Network Upgrade Documentation: Providing comprehensive documentation of the upgraded network, including configuration details, diagrams, and operational procedures.

## MILESTONES

List the major project milestones and their estimated delivery dates.

1. Project Initiation – Estimated Delivery Date is 5<sup>th</sup> Jan 2023
2. Network Assessment – Estimated Delivery Date is 2<sup>nd</sup> Feb 2023
3. Requirement Gathering– Estimated Delivery Date is 3<sup>rd</sup> Mar 2023
4. Design and Planning– Estimated Delivery Date is 4<sup>th</sup> Apr 2023
5. Procurement– Estimated Delivery Date is 5<sup>th</sup> May 2023
6. Infrastructure Setup– Estimated Delivery Date is 6<sup>th</sup> Jun 2023
7. Testing and Validation– Estimated Delivery Date is 7<sup>th</sup> Jul 2023
8. Data Migration– Estimated Delivery Date is 8<sup>th</sup> Aug 2023
9. Training and Documentation– Estimated Delivery Date is 9<sup>th</sup> Sep 2023
10. Rollout and Deployment – Estimated Delivery Date is 10<sup>th</sup> Oct 2023
11. Monitoring and Optimization – Estimated Delivery Date is 11<sup>th</sup> Oct 2023
12. Project Closure– Estimated Delivery Date is 12<sup>th</sup> Dec 2023

## PERIOD OF PERFORMANCE

Project Start Date: 5<sup>th</sup> Jan 2023

Project End Date: 31<sup>st</sup> Dec 2023

## PLACE OF PERFORMANCE

Project Locations :

1. Pune
2. Noida

## APPLICABLE STANDARDS

NA

## SPECIFIC REQUIREMENTS

NA

## RESOURCE REQUIREMENTS

Project Manager – 2

Project Lead – 5

Tester -1

## VENDOR RESPONSIBILITIES

- Consulting
- Design

## CLIENT RESPONSIBILITIES

- Vendor selection
- Equipment procurement

## PROJECT RISKS

- **Compatibility issues:** There may be compatibility issues between the existing network infrastructure and the new equipment or software being implemented, leading to operational disruptions or the need for additional modifications.
- **Downtime and service interruptions:** During the network upgrade process, there is a risk of unplanned downtime and service interruptions, which can impact business operations and result in financial losses.

## ASSUMPTIONS

- **Network equipment compatibility:** It is assumed that the existing network infrastructure and equipment are compatible with the planned upgrade. This includes switches, routers, servers, and other network components.
- **Resource availability:** Sufficient resources, such as hardware, software, and human resources, are assumed to be available to support the network upgrade project. This includes budget allocation, procurement processes, and skilled personnel.

## COMPLETION CRITERIA

1. **Functionality:** All network components and systems should be fully operational and functioning as intended. This includes routers, switches, servers, firewalls, and any other network devices.
2. **Performance:** The upgraded network should demonstrate improved performance compared to the previous network. This can be measured in terms of increased bandwidth, reduced latency, improved network response times, and enhanced overall network speed.
3. **Scalability:** The upgraded network should have the ability to accommodate future growth and expansion. It should be scalable to handle increased traffic, additional devices, and emerging technologies.
4. **Reliability:** The network should be highly reliable, with minimal downtime and disruptions. It should be able to handle peak loads and maintain a stable connection.
5. **Security:** The upgraded network should have enhanced security measures in place to protect against unauthorized access, data breaches, and other cybersecurity threats. This may include implementing firewalls, intrusion detection systems, encryption protocols, and access controls.
6. **Compatibility:** The upgraded network should be compatible with existing infrastructure and systems. It should seamlessly integrate with other applications, databases, and software.

## CHANGE CONTROL PROCEDURE

NA

## CONTRACT TYPE AND INVOICE PROCEDURES

Contract Type : T&M

Invoice Frequency : Hybrid

## OTHER INFORMATION AND SUPPORTING DOCUMENTATION

NA

## POINTS OF CONTACT

Mr. A +11111111111

Mr. J +22222222222

## ACCEPTANCE

Date: 2<sup>nd</sup> Jan 2023

By initialing each page and signing below, I \_\_\_\_\_ Mr. Jack \_\_\_\_\_, in my capacity as

\_\_\_\_\_ CIO \_\_\_\_\_, of \_\_\_\_\_ DEF \_\_\_\_\_ agree to

and accept the terms set forth in this Statement of Work.