Datum Connect Series
Making Co-location Work

Volume 4 – Planning the move

Ease the transition

Having chosen your co-location provider and decided to move your critical infrastructure to the secure environment of a third party data centre, either for the first time or from one provider to another, the next question you may face is how? Your priority will be to ensure your delicate and critical equipment moves safely and smoothly to the new facility without security breaches, downtime or data loss.

Preparation and planning

Your business relies on its IT infrastructure so it goes without saying that you need to ensure there are no unnecessary risks. Which is why it is essential to plan and manage the migration process with appropriate checks and control.

1.   Consider the constraints of the project

Time—What is the deadline for the completed migration? Can it be completed in stages?

Cost—What is the allocated budget? Will this allow for the employment of specialist service providers?

Risk—What level of business and technical risk is acceptable? And what is not?

2. Analyse the Risks, Assumptions, Issues and Dependencies for the migration project and its control

3. Build the baseline discovery data to define the assets to be migrated— reviewing all the assets including a map of their interdependencies

4. Identify roles within the project and the area of responsibility for each

5. Divide the overall task into manageable chunks to simplify both planning and execution

6. Allocate these work chunks to each role/team

7. Build the overall plan and build in milestones to control activity flow and incorporate progress checks

One important consideration is whether or not you will need to use the servers or devices in the course of the move. It goes without saying that it will be much more straightforward if you are able to select a window of acceptable downtime for the specific transition period.

The **Discovery process** is key as it is vital that you are working from an accurate, single version, incorporating inventories of hardware, software, interfaces, middleware, and shared services. The information collected should be assessed for completeness to form the basis for your plan and to help quantify risks.

The advantage of using specialist migration companies

Our partners within the **Datum Connect** ecosystem of service providers include organisations specialising in data centre migration who can work with you to understand your exact requirements.

Through Datum Connect, we can ensure our clients have the support needed for the whole journey—from transition to operation to growth.

If you were fortunate enough to own a Steinway Grand Piano, you wouldn't use one man and his van to shift your precious instrument into your new penthouse apartment. In a similar vein, a general office removal company or a D-I-Y approach, whilst feasible, is probably not recommended.

A specialist migration company will be able to provide pre-patching to minimise downtime, air-ride vehicles, specialist flight cases and other specific equipment such as stair-walkers to reduce the risk of damage, advice, knowledge and experience to streamline the transition, trained handling personnel and full insurance.

Working out what is needed

Whether you need 2 servers to be moved or 2,000, a specialist provider should be able to assist. To get a quote you will generally need to consider the What, How, When, Where and any additional services you may require.

What:

Provide the migration experts with a full inventory of the equipment to be shifted and its value for insurance purposes.

How:

Identify the level of service you need. This might include packing, lifting and shifting, deracking and reracking, and whether air-freight shipment is required.

When:

Define the desired migration dates taking into account whether the equipment will be shifted in batches over more than one phase. Will the move be made in or out of working hours, on a weekday or over a weekend?

Where:

Specify collection and delivery addresses including any potential access issues or limitations.

Additional services:

Will you require any pre-patching or auditing services as part of the project?

Do you need any project management or professional services to support the planning and execution of the migration?

Consider whether you wish to include asset discovery and design of the new layout in addition to the physical migration.

Migration companies in Datum Connect

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Migration checklist

Below is a suggested checklist of items to consider'

Item	
Equipment	Full asset list—identifying U number
Services required	Pre-patching Auditing Packing List and Shift De and Re -Racking Air freight shipment Other (including professional services or project management):
Timescales	
Required start date	
Deadline for completion	
Phasing—Dates for each phase 1 2 3 4	Equipment to be moved in each phase
Insurance	Insurance value based on second hand market rates
Logistics	
Collection address	Including any access restrictions / requirements
Delivery address	Including any access restrictions / requirements

New to co-location or looking for a better way of working? Take a look at the other guides in the Datum Connect Series.

Other titles include:

Investigating the options

Understanding what is needed

Budgeting and running costs

Moving day

Keeping the lights on

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