

Technology Relocation Services

We insure the proper handling of all office technology and manage the timely transport, delivery and reinstallation to avoid disruption to your companies normal activities.

Your company depends on technology. Moving it to a new location can be disruptive and unsettling to your staff – and, if not done properly, damaging to mission critical components. Vision's staff is trained to prepare, pack and move your technology safely and seamlessly, delivering it to the new location ready to support your staff.

Vision Technologies has crews trained to prepare, pack and protect your valuable servers, storage devices, switches, computer workstations, printers, fax machines, scanners and sensitive electronic devices. We assist your IT staff, concentrating on your network system and infrastructure, while our technicians disassemble and pack all the equipment in your office. Our technicians will place each item in secure containers for transport, accompany them to their new location and upon final placement, properly reconnect all items and confirm that each unit is properly placed and in the same condition it left the previous office.

Our team of professionals begins with a review of your IT infrastructure and your business units. While each project will have different requirements and priorities, a typical technical services engagement is performed as follows:

- ▶ Our project manager will meet with your staff to thoroughly understand your priorities. Although the move itself might be divided into multiple stages, there may be incompatible or conflicting requirements for the blackout or downtime requirements of certain systems.
- ▶ Critical items and systems are identified for priority move status. These systems are identified as last off-line and first on-line. Once identified, dedicated resources are scheduled and assigned to assure that there are no delays.
- ▶ A comprehensive walk-through of your existing space focused on examining the office technology. We verify what is to be moved and identify and review any unusual requirements.
- ▶ Establish target timelines and milestones.
- ▶ Our project managers will prepare contingency plans in the event of schedule changes, weather impact, hardware failure, or system interruption. Our staff of certified network professionals is always available to the move team in the event additional technical resources are required.



Technical Move Services

- ▶ Planning
- ▶ Coordination
- ▶ Execution
- ▶ Installation
- ▶ Support

100% Customer Satisfaction!



*Your business cannot afford down-time.
Let Vision's team of professionals plan,
coordinate and execute your move.*

GSA Contract Holder

GSA Schedule 70 Contract # GS35F-0581R
GSA VETS GWAC Contract # GS06F-0535Z

A Service-Disabled Veteran Owned Small Business

(410) 424-2183



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