

## Acknowledgement of Addendum

We have received and review all the addendums for this proposal, we have a comprehensive understanding of all the information provided by Jeferson Parsih on both official addendums.

1. June 30<sup>th</sup> Addendum #1.
2. July 13<sup>th</sup> Addendum #2.

As well we are attaching both documents as proof of the acknowledgement



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**5000134903 TWO YEAR CONTRACT FOR A MICROSOFT OFFICE 365  
MIGRATION PROJECT FOR THE JEFFERSON PARISH 24TH JUDICIAL  
COURTS**

Jefferson Parish Government

Project documents obtained from [www.CentralBidding.com](http://www.CentralBidding.com)

02-Jul-2021 09:24:02 AM



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

June 30, 2021

### ADDENDUM #1

**Bid Number: 50-00134903**

**Bid Opening Date: July 20, 2021**

**Description of Bid: TWO (2) YEAR CONTRACT FOR A MICROSOFT OFFICE 365 MIGRATION PROJECT FOR THE JEFFERSON PARISH 24<sup>TH</sup> JUDICIAL COURTS**

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### CLARIFICATION:

1. How many on-premises Exchange Servers are in the current environment? 1
2. What is the version number and patch level of the current Exchange Servers on premises? 2013
3. What is the current functional level of the Active Directory for the 24<sup>th</sup> JD courts? 2008R2
4. Are there any archived mailboxes that will be migrated as part of this project? no
5. What is the total size of the Exchange Information Store? 275gb
6. Are there any spam filters or third party mail gateways in place such as Barracuda Spam Filter or Mimecast? Appriver
7. What version of Microsoft Exchange? Is it on the latest patch? 365
8. Can we offer a substitute for Ancient O365 Backups? Or is that firm? It's firm
9. Is installing Office 365 Apps (Word, Excel, Outlook, etc.) on all workstations required or is that handled internally? Handled internally
10. Is the setup and configuration of Microsoft Teams/OneDrive/SharePoint part of this project? Yes
  - a. If yes:
    - i. Will training/assisting users on using Teams/OneDrive/SharePoint required for this project or is it only focusing on Exchange and Office Apps? No

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# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

Sincerely,

*Donna M. Evans*

Donna M. Evans  
Buyer II

Jefferson Parish Purchasing Department

<p><b>Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of This addendum on the bid form as indicated. Failure to do so will result in bid rejection.</b></p>
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**This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.**

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# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

July 13, 2021

### ADDENDUM #2

**Bid Number: 50-00134903**

**Bid Opening Date: July 20, 2021**

**Description of Bid: TWO (2) YEAR CONTRACT FOR A MICROSOFT OFFICE 365 MIGRATION PROJECT FOR THE JEFFERSON PARISH 24<sup>TH</sup> JUDICIAL COURTS**

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### CLARIFICATION:

What is the number of mailboxes, which may be different than number of users due to resource mailboxes for devices, or distribution groups, etc.; to include any that may be on litigation hold Are they any public folders in use, if so, how many? 170

What version of local outlook client is running on the current desktop/laptop devices? 2013

Does the 24<sup>th</sup> JD Court plan to eliminate App River and move to Exchange Online Protection instead? NO

Is Multifactor authentication is use? If so, which platform? NO

Are their conditional access requirements? NO

Are there devices and/or applications that relay mail through existing exchange system? NO

Is there a completion deadline?

Is the Office 365 tenant already owned by the 24<sup>th</sup> JDC? YES

Does the 24<sup>th</sup> JDC require a solution for message encryption? NO ONE IS IN PLACE

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# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

What are the retention requirements for emails? 90 DAYS

Licenses are not clear- Do you need Microsoft 365 G3 or Office 365 G3? Office 365 G3

Do you need 2 years of support apart from Migration? No

\*\*\*\*\*PLEASE SEE ATTACHMENTS WITH ADDITIONAL QUESTIONS AND ANSWERS\*\*\*\*\*

Sincerely,

Donna M. Evans

Donna M. Evans  
Buyer II

Jefferson Parish Purchasing Department

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Please complete the following sections to the best of your knowledge

On-Premises Active Directory

How many Active Directory Forests are in your Topology?	1
If more than 1 Forest, is there a trust between AD Forests or with a Partner AD Forest?	
What is the Number of Active Directory Domains each the Forest?	1
What is the Active Directory Forest Functional Level?	2008r3
What is each Active Directory Domain Functional Level?	2012
What is the current total Active Directory users accounts?	180
What are the client OS versions present in the directory?	2012
Do you have direct access to Public DNS for records creation or is it hosted and third party managed?	Third Party
Identity and Authentication	
What is the DNS name of each Active Directory Domain? (this is your native UPNs)	24th JDC.us
Are there additional (non native) UPN suffixes configured?	NO
Are users aware of their UPN? (user@company.com)	YES
Do users currently use the UPN format for login into computers or applications?	NO
Is there a Microsoft or Third Party solution associated to a specific Active Directory Users' logon format? (SAM or UPN)	NO
Is there an Identity Federation solution currently in place? (ADFS, Third Party solution, Hosted solution)	NO
If ADFS is deployed, is it 2.0 or 3.0 or Server 2016?	NO
If ADFS is deployed, is ADFS Proxy or Web Application Proxy deployed?	NO
Are there Bussiness or Compliance reasons that enforce the Authentication of AD Users to be On-Premises only?	NO
Office 365	
Do you currently own an Office 365 Tenant Account?	
If any, what licenses do you own for Office 365? (E1 / E3 / E5 and so on)	Yes but not in use E3 and EFB
Do you own any other license? (Visio / Project / EMS / Intune / AD Premium and so on)	NO
If an Office 365 Tenant is in use, have you manually created User accounts in it?	NO
If an Office 365 Tenant is in use, have you Synchronized User accounts into it?	NO



If already in sync, are all the AD Domains within the Scope of Synchronization?	NO
If you have Synchronized User accounts into Office 365, what tool and version was used to accomplish this?	NO
If you have Synchronized User accounts into Office 365, are password hashes being synchronized as well?	YES
If an Office 365 Tenant is in use, is Exchange Online in production?	NO
If an Office 365 Tenant is in use, are users using OneDrive?	NO
If an Office 365 Tenant is in use, are users enabled for Skype for Business?	NO
If an Office 365 Tenant is in use, is Sharepoint Online in use?	NO
If Exchange Online is in use, are you using "Office 365 Groups"? (AKA Unified Groups, Microsoft Teams)	NO
If Exchange Online is in use, are you using Intune for device management?	NO
<b>Exchange Organization - Global Configuration</b>	
What are the Exchange Servers versions present in the Organization, exact service pack and update rollout?	2013
What is the Exchange Schema Level?	
If you have more than one AD Forest, is there more than one Exchange Organization in total?	
Are all the Trees and / or Domains within the Forest AD and Schema prepared for Exchange?	
Does your Exchange Organization serve accounts in a Trusted Active Directory Forest? (Account / Resource model)	NO
Please Describe Exchange Servers and Roles (ex. 2 2010 CAS / HUB - 4 2010 MBX and so on)	All roles
How many Database Availability Groups are configured?	1
Does your Database Availability Group(s) span multiple Datacenters?	NO
Is Exchange Federation to Microsoft Federation Gateway currently configured?	NO
Is Exchange Hybrid Coexistence with Exchange Online currently configured?	NO
If Exchange Hybrid is configured, were the Hybrid Servers deployed for this purpose or were the existing servers used?	NO
Are there Exchange Organization Relationships configured to Partner Organizations?	NO
Are Exchange Recipient Policies configured with LDAP filters? (common in upgrades from Exchange 2003 version)	NO
Are you using Exchange Unified Messaging?	NO
If Unified Messaging is in use, it is integrated to OCS / Lync / Skype / Third Party Telephony?	
Do users currently connect to Exchange via a Private Network?	YES
Is Outlook Anywhere configured and in use?	YES
Is there a Reverse Proxy Solution for Exchange Access?	NO
Is there a BlackBerry Server solution in place?	NO
Is there a Mobile Device Management solution in place? If yes, which one?	NO
<b>Exchange Organization - SMTP Service and Message</b>	

Are Exchange Edge Subscriptions being used for SMTP flow?	NO
Are MX records pointing to a Third Party Hosted Anti-Spam / Anti-Virus Filtering Solution? If yes, which one?	YES - APPRIVE
Is Public SMTP flow being routed via a Third Party Appliance for filtering / DLP / Encryption purposes?	APPRIVE
Is there a Journaling solution in place?	NO
If Journaling is configured, is it Third Party, Exchange stored or both?	NO
How many email domains are configured as Accepted Domains by the Exchange Organization?	1
If more than one email domain is configured, are primary email addresses in several domains or in a single domain?	NO
Are there any Accepted Domains configured as Partner / Internal - External relay?	NO
Is Autodiscover Service configured for Public Access for all Primary Accepted Domains?	YES
Are there non publicly routable SMTP domains configured or present? (i.e. domain.local, domain.pvt, domain.corp)	NO
Are there any custom Exchange Address Lists configured?	NO
How many Exchange Recipient Policies are configured?	NO
Exchange Organization - Mailbox and Public Folders	
What is the total amount of user mailboxes?	170
What is the total amount of shared / room / resource mailboxes?	0
Are there any Service Account mailboxes that require to stay hosted only On-Premises?	0
What is the total amount of Mailbox Storage for active mailboxes?	275GB
Is there an Third Party Archive solution in place? If yes, which one?	NO
If Third Party Archiving is in use, is it intended to be migrated to Office 365 Archive Mailboxes?	NO
If Third Party Archiving is in use, what is the total amount of Archived storage?	NO
If Third Party Archiving is in use, is storage compressed or uncompressed?	NO
If Third Party Archiving is in use, how do users access the archive? (i.e. shortcuts, URLs, custom client add in, no end user access)	NO
Are Exchange Archive Mailboxes being used?	NO
Are Public Folders in use On-Premises?	NO
What is the total number of Public Folders?	NO
From the total above, how many are Mail Enabled Public Folders?	NO
Are Public Folders used actively in the business operations?	NO
What is the total amount of Public Folder Storage?	NO
Office Client	
What are the versions of Office client currently in use?	2016
Are there any Click-To-Run Office clients already deployed?	NO

Are you planning to deploy Office ProPlus?	YES
Are the existing versions of Office up to date with Service Packs or Click-To-Run Builds?	NO

<b>General</b>	What is your current licensing level? Need G3 and GF3
	Is Office365 tenant already build or does the Vendor have to set it up? Tenant is in p
	Is there an Azure AD Connect / DirSync server in place? if yes, please specify. Needs 1 setup
<b>Migration Specific</b>	What Migration path to be taken ( Hybrid / Cutover / IMAP? ) Vendor solution
	Exchange 2013 or higher ( Hybrid Migration? ) 2013
	Exchange 2010 or below ( Cutover Migration? )
	How many domains are part of the migration? 1
	Are there any time constraints? E.g. Final date for the project? no
	Does the Vendor need to prepare/train your service desk for upcoming migration? ye
<b>AD infrastructure</b>	Forest Functional Level? 2008
	Domain Functional Level? 2012
	Number of Domain Controllers? 3
	OS version of Domain Controllers with Service Pack? 2012
	Total Number of Active Users? 170
	Is ADFS being used? no
	Is MFA being used? no
	Is SSO being used? no

<b>Environment</b> (8013)	What is your current Email system? ( Exchange/Lotus Domino/Novel Groupwise etc.?)
	Email Gateway or Proxy been used and details?no
	Is your Email system On Prem or hosted? On prem
	Are there any application or business functions that rely on your email system? no
	What remote access options are available for the project? Vendor provided
	Please specify your External DNS Hosting Provider details. E.g. GoDaddy Third Party
	Do you have access to external DNS Server? Third Party but yes
	Are there any online meeting and Instant Messaging systems that you plan to migrate? Teams
<b>Exchange infrastructure</b>	Number of Exchange Servers? 1
	Exchange Version + Service pack + Roll update? 2013
	Primary SMTP domain? 24jdc.us
	Number of Accepted Domains? 1
	Accepted Domain names in case of multiple? 1
	Number of Mailboxes? 170
	Total number of mailboxes to be migrated? 170
	Average size of the user mailboxes? 2gb
	Number of Shared Mailboxes? 0
	Total number of shared mailboxes to be migrated? 0
	Average size of the shared mailboxes? 0
	Number of Resources Mailboxes? 0
	Total number of resources mailboxes to be migrated? 170
	Any Public Folders? 0
	Are Public Folders need to be migrated? 0
	Details of Archiving / Backup Systems if any? Axient
	How is Email being currently backed up? Veeam
	How are Email backups retained? yes
	Email Retention period for deleted items and deleted mailboxes? 90 days
	Mailbox Quota for users? yes
<b>Office 365</b>	Tenant name in O365 portal.
	Verified Domains / Domains to be verified.
	Are the following M365 apps being used:
	Teams yes
	SharePoint no
	OneDrive no
<b>Client Versions and Configuration</b>	Client Operating system.
	Office application version on Client machines. 2016
	Mobile versions (Android/IOS mobile devices?) yes
	Is ISSQUARED required to upgrade Client versions? no

<b>Finalization</b>	Upgrade to Exchange 2019? no
	Upgrade to Exchange 2016? no
	Keep Exchange 2013? no
	De-commission all Exchange on-premise infrastructure? yes