

Nutanix AHV to Azure Migration

Company Name:	Redwood City School District
Customer Contact:	Johnson Hang
Request Description:	Nutanix AHV to Azure Migration
Date:	04/10/2026
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I. Project Outcome

Nutanix AHV virtual machine migration to Azure

Redwood City School District (RWCS D) maintains an existing Nutanix cluster and would like to migrate the VM's running on this cluster to Azure.

This project will establish their M365 Tenant and will migrate the VM's to Azure.

II. Project Details

Task Deliverables

PHASE 1

- Setup tenant and prep for supporting assets

Azure Files / File Server VM

- At the beginning of the engagement, we'll provide a cost estimate between a file server VM and Azure Files.
- The project stakeholders will need to decide at that time, based on cost, whether or not they want to select a VM or an Azure Files instance.
- If Azure Files is selected, we'll test and validate with one endpoint candidate.
- All other testing, mapping, and final cutover to Azure Files will be the responsibility of the customer's team.

PHASE 2

- Setup migration assets
 - Up to 7 VMs

PHASE 3

- Migrate and cutover in-scope data and services
 - Up to 7 VMs
- Any follow-up remediation will be responsibility of the customer's team, after we conduct initial connectivity testing.
 - Customer team will be responsible for resizing the servers as necessary to achieve the desired levels of performance for the end users.

PHASE 4

- Draft and deliver documentation and training

Project Assumptions and Client Responsibilities

- Customer team will be responsible for resizing the servers as necessary to achieve the desired levels of performance for the end users.
- The deliverables and breakdown of efforts within this document limit the scope of consulting services.
- All service deliveries take place during normal business hours Monday through Friday 7:00 AM PST to 6:00 PM PST unless otherwise specified or agreed during Discovery, or the pre-install meetings.
- RWCS D network is in good working order and is not architected in a way that would impede the scope of this project.
- RWCS D will procure any and all licensing needed throughout the deployment period (where applicable).
- RWCS D will provide access to application developers and platform engineers during the application integration period, and allow LookingPoint's engineers direct communications.
- RWCS D will provide vendor access to supported applications intended for integration during any exceptions encountered during federation or integration processes.
- LookingPoint assumes that administrative access can be granted to the all environments during the discovery and prerequisite phase, and retained throughout the project.
- LookingPoint assumes that work which does not require a physical presence can be carried out remotely
- LookingPoint assumes that performance improvement cannot be guaranteed, even if it can be articulated. Additional infrastructure may be required in order for performance to improve.
- LookingPoint assumes that application support personnel will be available for the duration of the engagement for interviews regarding application configurations.

Performance by LookingPoint is dependent upon RWCS D management and fulfillment of assigned responsibilities, at no charge to LookingPoint. Any delay in performance of RWCS D Responsibilities may result in additional charges and/or delay of the completion of the Services. Such additional charges and/or delay processing will be in accordance with the Project Change Control Procedure. RWCS D will:

- Access will be provided via unattended sessions utilizing existing RWCS D admin-level accounts
- Make appropriate personnel and subject matter experts available to assist LookingPoint in the performance of its responsibilities.
- Ensure project sponsors / IT management attend status meetings
- Ensure that current maintenance and license agreements are in place with applicable vendors for products and services which LookingPoint will implement/deliver.
- Unless third party is acting as a sub-LookingPoint of LookingPoint, schedule and manage project activities provided by third-parties, for example, Internet service providers, WAN service providers, etc., so that completion of such work will not impede LookingPoint's ability to provide services.

Out of Scope

- Any services, tasks or activities other than those specifically noted in this SOW
- Implementation of product features not intended for deployment
- Hardware or software upgrades to components outside of the scope of this project
- Support or replacement of product:
 - Altered, modified, mishandled, destroyed or damaged by natural causes
 - Altered, modified, mishandled, destroyed or damaged due to a negligent or willful act or omission by RWCS D or a third party
 - Used by RWCS D or a third party other than as specified in the applicable LookingPoint-supplied or product vendor documentation
- Modifications to applications within the project scope
- Services to set up end users mobile devices

III. Project Management

Project management is included with this project to ensure communication, delivery, and customer satisfaction. Project management includes the following:

- Project kick off
- Planning
- Project status meetings
- Issue Resolution
- Project communications

Change Management

In the event it is necessary to change this Statement of Work, the process outlined below will be followed:

- A change request will be created to describe the change, any associated costs, the reasons for the change, and the effect the change will have on the project.
- Any additional work will not be included with this statement of work until the change request is signed and approved by the client.

IV. Terms

- Travel is not expected and is not included in this project. If onsite services are requested LookingPoint will issue a change request.
- This project adheres to the stipulations outlined in the Master Services Agreement, which is hereby incorporated by reference. In the case of any discrepancies between the terms of the Master Services Agreement and the terms of this Statement of Work (SoW), the specific terms outlined in this SoW will take precedence.
- The quoted pricing will remain valid for a period of 45 days.
- All invoices are due within 30 days of issuance.
- Any item not specified in the "Project Description" is considered out of scope.
- All onsite services must be scheduled with the LookingPoint Project Manager assigned to this Statement of Work (SoW).
- Upon execution of the Statement of Work (SOW), each milestone will be considered non-refundable. If the project is cancelled while work is being performed, the client may be subject to additional billing, which will be calculated as a percentage of the work completed up to the point of cancellation.
- Engineering lead time is dependent on availability and is estimated to be between 2 to 6 weeks.
- Any changes to the agreed schedule are subject to change management processes, which may result in additional costs.
- If the client requests that services be performed via Webex or any other screen-sharing tool, a change request will be necessary to account for any additional time required to complete the project. This typically results in an increased cost of 15-20%.

V. Fixed Cost

Service Description	Cost
Professional Services	\$10,800

Billing Milestones:

- 50% will be billed upon receiving PO
- 50% will be billed upon project completion

If the terms outlined in this document are acceptable to **Redwood City School District**, please sign below. Once signed, kindly return the executed document along with a company purchase order for the amount specified above.

Email: orders@lookingpoint.com / FAX: 925-405-3847

Client Name: _____ Date: _____

Client Title: _____

Client Signature: _____