

Vista Upgrade Project

Project Statement

The Microsoft Vista project will update all personal computers (PC) with the latest desktop operating system and desktop office suite from Microsoft. The State currently has Windows XP as our operating system and Office XP as our office suite standard for the 6,500 desktops and 1,400 notebooks throughout the executive branch, judicial branch, constitutional offices and the Legislature.

Project History

Windows XP was released from Microsoft in October of 2001. After testing, BIT began implementing this across the State in 2002. Microsoft has released the next operating system (called Windows Vista) to the business community on November 30, 2006.

Office XP was released from Microsoft in the summer of 2001. After testing, BIT also began implementing this across the State in the spring of 2002. Microsoft released the next office suite version (called Office 2003) in the fall of 2003. The State did not go to this version as a standard because of the limited number of enhancements in the product. Microsoft has released the next office suite (called Office 2007) to the business community on November 30, 2006.

Even though these two products were available in 2006, BIT and state government needed 18 months of lead time until July 2008 (FY09) to address:

Budgets - agencies required lead time to plan their budgets for the upcoming fiscal years.

Application testing – BIT requires advanced time to test existing applications on the new operating system before implementing this on a statewide basis.

Return on Investment – XP was first introduced to State government in 2002. A six-year life cycle for the XP operating system is reasonable considering the state has a five year PC refresh cycle. We expect at least a six year life cycle with Vista—which will provide security, productivity and collaboration benefits which are not achievable with the current versions of the operating system and office suite.

Preparation – BIT and the agencies needed lead time to upgrade existing PC hardware and software not able to run Vista.

Await stable product – wanted others to discover “the bugs” in this new software.

Microsoft is scheduled to release a Service Pack fixing known problems in March 2008.

Proposed Solution

BIT is proposing that the operating system and office suite standard be raised to Vista and Office 2007 starting in July of 2008. *This is when BIT will begin implementation across the state. The roll-out will take several years.* This gives agencies sufficient lead time to adequately plan for this technology refresh.

PCs purchased on State contract since the summer of 2004 are able to run Vista and Office 2007. Since an operating system comes with newly purchased PCs, all new desktops and notebooks purchased since March 2007 have come with Vista. With our licensing agreement from Microsoft, BIT is allowed to install XP until we are ready to go to Vista. Agencies have built up many Windows Vista licenses over time as desktops/notebooks are refreshed across the state.

For the Office Suite, this product does not come on the PC/notebook when purchased from the vendor. Agencies will need to purchase the Office 2007 Professional version.

Proposed Costs

For hardware, current desktops and notebooks on State contract will run the new products. No additional hardware component upgrades are necessary to run either of the products.

For Windows Vista, the normal PC transition plan would address over half of the licenses needed for an agency by July 2008. The upgrade cost for the remaining PCs is \$117.21 per device. Windows Vista will have an XP look and feel so no further training will be necessary.

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For Office 2007, agencies will need to purchase Office 2007 for each desktop at \$299.03 per device. The new user interface for the Office Suite product should be intuitive for most Windows users, so no additional training will be necessary.

Funding Proposal

Each agency is responsible for purchasing their desktops, notebooks and software licenses. Agencies will need to purchase Vista on any PCs that have not been refreshed since March 2007 at \$117.21 or wait until they refresh that particular PC.

The Office Suite 2007 license will need to be a separate purchase at \$299.03.

Anticipated Benefits

There is a combination of benefits to consider. Each product has new enhancements that are listed separately below. Also, there are several non-financial benefits to consider:

The older products are more difficult to support – vendor limits fixes to problems,
The new products have new security features built in to address cyber security issues,
The older products can no longer be purchased.

For **Windows Vista**, some of the benefits are:

Improved security features such as enhanced firewalls and internal file level encryption that utilizes a hardware security chip to validate file location,
Improved productivity through redesigning various tools to give the user more information and to speed switching between tasks. This is done through improved explorers, faster and more thorough search features that are available wherever the user is, and an additional task bar for utilities to remain active and visible,
The new Mobility Center provides a **single place to manage notebooks and Tablet PC's** allowing the user to perform such actions as switching on external monitors / projectors, manage battery usage, displaying battery status, changing background images, turning off email reminders and pop-ups to reduce problems during presentations, connecting to wireless networks, and so on,
Reduction of BIT support efforts in maintaining individual operating system images (known as a clone) per agency.

For **Office 2007**, some of the benefits are:

New document formats are automatically compressed which **greatly reduces the size of each file**,
Easier collaboration with more advanced features than in previous versions of Office,
New interface to facilitate **easier and more intuitive access to advanced features**,
Live Preview **allows the user to see what formatting changes to the current document would look like** without making those changes – a very handy productivity feature.
New file format options for **greater interoperability in and out of government**,
Users can force certain documents to always show up in the recently edited documents list.

Office 2007 Compatibility

Office 2007 will be setup so the default setting for saving Word, Excel and PowerPoint documents will be the Office 97 – 2003 format. This means the files will be compatible with Office XP and can be read by all existing state worker's PCs.

If a file is received that was saved in an Office 2007 format, there is a Microsoft Compatibility Pack that will be available to allow Word, Excel and PowerPoint 2007 documents to be opened in Office XP. BIT has already installed this software for several people in state government because they received Office 2007 documents from outside state government and could not open them in Office XP.