

Ensuring business as usual at Mills & Reeve

Smooth weekend relocation for the Top 50 Law Firm means no disruption to service

Business relocation can be a worrying and challenging time, especially in today's 24x7 world where downtime is unacceptable. If you were a top 50 law firm with clients that rely on your business and personal advice whenever and wherever – you'd want an office move with the assurance of "business as usual" come Monday morning and a well thought out plan with contingencies to give you the peace of mind to relax while it all takes place.

And that's exactly what LeadingEdge with Pickfords were able to deliver to Mills & Reeve.

The customer



Mills & Reeves are a top 50 UK Law Firm providing comprehensive legal advice to businesses and individuals. The business has been built on reputation and is underpinned by a highly collaborative culture, which creates an infectious ambition to grow. Increased scale and focus has enabled them to achieve leading positions in their work for substantial and high growth businesses and individuals as well as in the health, higher education and further education sectors, real estate and insurance across the UK.

The challenge

In 2012 after more than 23 years building the legal practice from Francis House, Mills & Reeve wanted to relocate their Cambridge office to the iconic Botanic House; this inspiring working environment was designed for the firm's growing workforce and client-base. The distinctive lens-shaped building enjoys stunning views of Cambridge University's Botanic Garden and the city skyline.



The key challenges included:



- Moving the IT equipment for 300+ staff over the weekend
- Having everything installed and in working order by Monday morning
- Safe transportation of valuable kit
- Implementing a new office infrastructure in the new building

The solution: Pickfords in partnership with LeadingEdge for complete business relocation

Pickford's has been the household name synonymous with removals for nearly 400 years, offering the depth of experience and breadth of service you would expect of the number one removal company in the UK. At the same time, the LeadingEdge team of infrastructure, cabling and telephony experts have developed an enviable reputation for hassle-free office moves that have little to no impact on system availability.

Key services delivered at every step of the relocation project:

Before:

- Detailed needs analysis and project scoping
- IT Consultancy – designing the new office IT infrastructure
- Relocation planning with a dedicated project manager
- Regular liaison with staff on timescales and actions

During:

- Pain-free logistic management (telephony services, broadband, data and ISP relocation)
- Cabling and implementation of a new Category 6 infrastructure
- De-commissioning and re-commissioning of servers and desktops
- Assurance of safe transportation of valuable kit
- Trouble-free migration of all services

After:

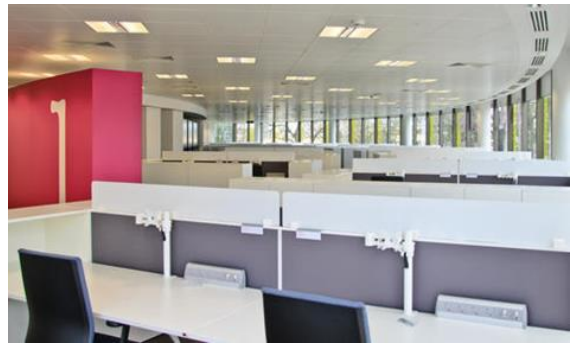
- Complete quality assurance
- Floor walk on Monday morning to ensure all systems working

Outcome

The move was undertaken in two phases; phase one as a tester phase with the relocation of a single team of 12 people followed by phase 2 with the relocation of the remaining 280 people.

De-commissioning of approximately 300 desktops took place on the Friday. The commissioning of every one of these onto new monitor arms was then completed over Saturday and Sunday.

New Category 6 infrastructure was put in place at the new office and the desks were all pre-patched. There was a combination of VoIP and direct connection to the data network and these were easily identified with different coloured cables at each desk.



The servers were moved by specialist teams and were rationalized and redistributed across the server racks as part of the move. In order to mitigate damage in the event of a road traffic accident on the short trip between the old and new office sites, the large group of servers was split into smaller loads during transportation. All the servers were moved and redeployed within a 12-hour window on the Friday night to minimise disruption.

With one large move in one weekend involving a large multi-disciplinary team, effective project management and planning were the keys to completing the move to the high standards set by the Mills & Reeves Move Team.

The bottom line for Mills & Reeve LLP; the move was completed on time and within budget ensuring “business as usual” come Monday morning.

If you're looking for IT business relocation for your business, we'd love to talk to you. You can call us on 08456 44 79 49, or email Leigh at leigh.mckay@leadingedge.uk.net