



## Server & Workstation Relocation throughout the UK & Europe

0845 003 2012

Call us now to arrange  
your free site survey

# About

Computer Relocations Limited key personnel have backgrounds in IT, electronics and logistics, having previously worked for DEC, Cray, CMC and Hewlett Packard. Our staff have also designed, manufactured and commissioned VME and PC platforms for a variety of corporate and institutional clients. By combining these skill sets, we are able to offer you a service that encompasses all your IT relocation requirements.

We approach IT relocation from an engineering perspective. Our staff are professional IT engineers who understand the tolerances and sensitivity of the items we handle, having gained vast experience in technical support and data centre environments.



Our project managers take pride in being able to converse with IT staff to gain an understanding of current and future strategy, whilst retaining the ability to communicate with other personnel on a less technical level.

We invest heavily in equipment such as purpose-built rolling server cases and specialist lifting devices. We also provide ongoing training for all our staff to ensure they are up to date with the latest technologies and best practices within the industry.

Safety and security are at the core of everything we do. We fully understand our obligations to your personnel and their wellbeing. In addition the health and safety of our staff is paramount, with the wearing of personal protection equipment (PPE), and adherence to HSE regulations, compulsory.

# Services

- **Complimentary Site Surveys**

Our project manager will visit your existing and destination sites to assess the resources required to complete a successful relocation. You will then receive a comprehensive proposal that now includes our Relocation Checklist. We do not charge for this service.

- **Server and Data Centre Relocation**

From a single server to an entire data centre. We can de-rack, transport, re-rack, cable and re-commission your equipment. Our project managers each have over 25 years experience within the IT industry, enabling us to offer a knowledgeable and professional service that is tailored to your specific requirements.

- **PC and Office Moves**

We will move all your PCs and printers within a timescale defined by you. CRL only employ experienced IT engineers so your equipment will work when it arrives at your new office location. Every user is allocated their own labelled IT crate, and we'll move all their PC and telephony equipment. We dismantle, bubble-wrap, transport and reassemble every system before booting it to a login prompt.

- **Express Computer Courier**

We offer our clients a discrete guaranteed door-to-door service, for items that require high levels of urgency, security and protection. CRL operate a fleet of unmarked estate cars installed with 19" server cases that can accommodate up to 12U of equipment. Our vehicles are driven by IT engineers who not only understand how to handle sensitive electronics, but can also de-rack, re-rack and cable your equipment.

- **Internal Moves and Changes**

If your business requires the frequent internal relocation of PC users, CRL offer an efficient and cost effective alternative to managing the moves yourself. We accept this activity needs to take place outside 'normal' office hours and, unlike some companies we do not charge our clients a premium for doing so.

- **Rack Cabling**

Computer Relocations can provide professional cabling engineers to help plan, install and maintain all your voice and data cabling. We can also colour-code, label and tidy your existing installation.

- **New Equipment Deployment and Installation**

Computer Relocations Limited provides on-site engineering services for clients wishing to deploy and install new equipment. We can manage the roll-out of your new PCs, or act as your field service engineer installing new servers in a remote data centre.

- **Recycling and Data Destruction**







Let CRL manage the removal and recycling of all your redundant IT and Telecommunication systems. For clients requiring secure data removal, we can guarantee and certify the destruction of all your media before being processed for recycling








# Your Relocation Check List

This complementary guide is designed to help our clients start the planning process for their move. It is a simple document, detailing some of the significant issues that will need to be addressed. We have focused primarily on the physical relocation of hardware.

An item marked with  indicates an area that Computer Relocations can provide guidance and assistance.

Following a free site survey, we include a more comprehensive guide as part of our proposal.

		CRL	Actioned
Site Survey	<p>Arrange for Computer Relocations to conduct a free site survey.</p> <p>Contact your utility providers and request a survey to ensure business-critical services can be installed on time and at your convenience.</p>		
Timescale	<p>Do you have a proposed date for your relocation?</p> <p>Will key personnel, including sub-contractors, be available during this period?</p>		
Location	<p>Is there a date by which you have to vacate your existing location?</p> <p>Will your new location be ready for you to move in?</p>		
Health and Safety	<p>Has a risk analysis been produced for your move?</p> <p>Is a method statement required?</p> <p>Are there any existing issues, such as 'falls from height' or 'trip hazards' that need to be addressed?</p>		
Disruption and Downtime	<p>Are there any significant business events that happen during this period?</p> <p>Does the chosen date minimize potential downtime?</p> <p>Have you informed clients and/or colleagues of possible disruption?</p>		
Internet, Telephony and Cabling	<p>Will all the critical services/links be installed and tested prior to relocation?</p> <p>Will it be necessary to divert PSTN, digital and/or mobile communications?</p> <p>Will structured cabling be installed and tested prior to relocation?</p>		

Data Centre or Server Room	<p>Is there sufficient space to accommodate your existing IT?</p> <p>Have you made provision for future expansion?</p> <p>Will there be adequate power available in the correct location?</p> <p>Is the cooling sufficient to meet hardware manufacturers' tolerances?</p> <p>Is the area secure?</p>		
Data and Comms Racks	<p>Will you be relocating your existing racks or purchasing new items?</p> <p>Who will build and configure your racks?</p> <p>Have you produced a rack diagram?</p>		
Data Cabling	<p>Will you reuse existing patch cables or purchase new items?</p> <p>Plan to remove unwanted/redundant cabling.</p> <p>This is a good opportunity to colour-code and/or label your patch leads to simplify support.</p>		
PCs	<p>How many users will need to be moved?</p> <p>Have you arranged for users equipment to be individually labelled?</p> <p>Have you produced a floor plan for the new office?</p> <p>Is there power and network available for each user?</p>		
Printers and Photocopiers	<p>Have you identified the position of the office printers?</p> <p>Is your photocopier leased? If so, you may need the leasing company's permission to move it.</p> <p>Do you know where supplies such as paper and toner are located?</p>		
Recycling of Redundant Equipment	<p>A relocation is the ideal time to dispose of redundant IT equipment.</p> <p>Request a 'Certificate of Destruction' as evidence that you have met your legal obligations under the 'Data Protection Act 1998'.</p>		
Decommissioning	<p>Have you made provision for decommissioning your old data centre?</p> <p>Are you responsible for 'making good' and returning it to its original condition?</p>		

# CRL Clients

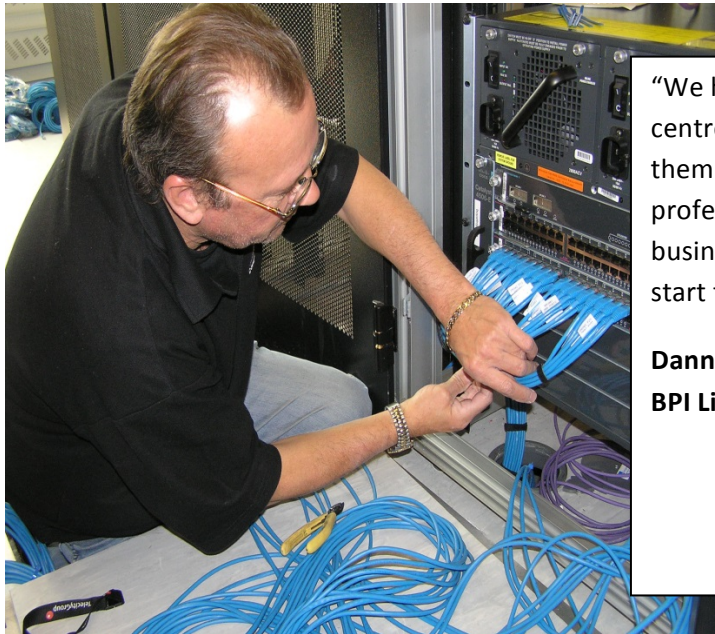
Advanced Computer Software	Freedom 4	Opus Energy
Affiliate Window	Green Fields Technology	ORC
Allied Bakeries	Fujitsu	Phibro
Aramark	Fulcrum	RAB Capital
Ascentric	Genesys Conferencing	Redstone
Ashstead Technology	Great Ormond Street Hospital	Retail Insight
Associated British Foods	Greenfields	Riverlite
Betclic	GSA Capital	Relocity
Biomni	Health Protection Agency	SAI Global Holdings
British Polythene Industry	Hilson Moran	South London NHS Trust
Bravo Solution	Hosting UK	Santia
Brunswick Group	Intechnology	Scottish Agricultural College
Buy.at	Intergraph	Scottish Enterprise
Cambridge University	IP Solutions	Six Financial Services
CDC	Iris Software	Storage Fusion
Chase Cooper	IT Moves	Synergy Financial Products
Chelford Group	Lavastorm Analytics	Synpart Gmbh
CMA Group	Linpac Alibert	Thomas Eggar Solicitors
Commissioning Support for London	Lonkal Consulting	TUI Travel
Qube	Moneyportal	University of Chichester
Dominos Pizza	Moneysupermarket.com	Vertex
DT3	National Audit Office	Volkswagen Group
Edisons Chartered Surveyors	NHS	Weeks Computing
Euphony	NHS Wales	Wise and Co Solicitors
Express Reinforcements	Office Holding Limited	Yorkshire Data Centres

Contact [Computer Relocations Limited](#) now to arrange your complimentary site survey

Call: [0845 003 2102](tel:08450032102)


Email: [sales@crlimited.co.uk](mailto:sales@crlimited.co.uk)

Having made contact, we will issue you with the name and direct contact details of your [Computer Relocations Limited](#) Project Manager. Use the form below to record this information.



“We have worked with CRL on several Data centre moves over the years and would use them again without question. With a professional and well planned service our business critical moves ran like clockwork from start to finish.”

**Danny Brookes –Technical Services Manager,  
BPI Limited**



CRL Project Managers Name.....

Direct Mobile Number.....

Email Address.....

Notes.....

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