

For: State and County Offices

Process for ArcGIS 9.1 Conversion

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

FSA will begin deployment of ArcGIS Common Land Unit (CLU) Maintenance Tool (MT) version 4.0.8 in November 2006, to selected field offices. MT:

- is a customization of the ArcGIS 9.1 environment that is installed on work stations
- uses SQL server database installed on CCE server
- allows County Offices to maintain CLU geospatial and attribute data that consists of farm, tract, and field boundaries and various attributes
- does **not** link directly to farm or tract data stored on System 36
- is scheduled for deployment to all County Offices managing CLU in ArcSDE (Spatial Database Engine).

State IT personnel, in coordination with CCE, will be installing server side software and client side software beginning late November 2006.

ITS determined that the Systems Management Server (SMS) will **not** be able to deploy the base GIS software because of the large (2.2 gigabytes) size of the install package; therefore, ArcGIS 9.1 will be distributed by CD/DVD to each County Office. County Office personnel will load the CD/DVD into CD-ROM/DVD tray so that ITS can perform the install on the appropriate workstations in each County Office.

Disposal Date	Distribution
April 1, 2007	State Offices; State Offices relay to County Offices

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1 Overview (Continued)

A Background (Continued)

MT versions 4.0.8 and 4.1.X, 2007 GIS Acreage Reporting (Land Use) Application, and the server side upgrade to SDE 9.1 will be completed through SMS. County Offices that migrate to ArcGIS 9.1:

- **before** MT 4.1.X is available will receive 4.0.8 until 4.1.X is available
- **after** MT 4.1.X is available will receive 4.1.X only.

B Purpose

This notice provides the schedule and instructions for State Offices about the migration to ArcGIS 9.1 and MT versions.

2 Deployment Schedule

A How Schedule Was Developed

PECD determined that State Offices will be converted based on the following table.

State Type/Status	Order for Conversion
Land use pilot States	1st
Partially and completely certified CLU States.	2nd
Non-certified CLU States.	3rd
States not yet migrated to ArcGIS 8.3.	4th

B Schedule for Deployment

The beginning month for deployment for each State is in the table below. Small States, like Vermont or Rhode Island, can be deployed in 1 month. Large States, defined as States with more than 50 sites, can take 2 months.

Example: Tennessee will start in December and **must** be migrated by COB January 31, 2007.

November 2006 States are expected to continue into December 2006 because the software is being released in mid-November.

Deployment Start Time	States
November 2006	CA, KS, LA, MN, ND, NE, OK, SC, VA
December 2006	CT, IA, ID, IN, MA, ME, MO, NH, NY, OH, OR, RI, SD, TN, UT, VT
January 2007	CO, DE, KY, MD, MT, NC, NJ, WA, WY
February 2007	AK, AL, AR, AZ, FL, GA, HI, IL, MI, MS, NM, NV, PA, WI, WV
March 2007	TX

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2 Deployment Schedule (Continued)

C Requesting a Change in Deployment Schedule

GIS coordinators/specialists may request that the National Office ITSD/GIEMSC/GIS staff change assigned deployment month, according to the following table.

Note: There is **no** guarantee that requests can be accommodated.

Deadline for Requests to Change Deployment Month	Restrictions
<p>Change requests shall be submitted by December 1, 2006.</p>	<p>Restrictions for deployment changes are as follow:</p> <ul style="list-style-type: none"> • there must be another State willing to swap assigned deployment months • requesting State Offices are responsible for finding the State Office to swap with that has a similar number of County Offices. <p>Changes must be coordinated with Ted Payne by either of the following:</p> <ul style="list-style-type: none"> • e-mail at ted.payne@wdc.usda.gov • telephone at 202-720-2187.

3 Conversion Process

A Overview

State GIS coordinators/specialists **must** provide guidance to State ITS staff as to which County Offices will be converted on particular days within the allotted time.

The conversion process for the client software is as follows.

Step	Action
1	MT 4.0.8 and Land Use 4.0.7 software is staged on distribution nodes across the network.
2	ArcGIS 9.1 client software is staged for installation.
3	ArcGIS 8.3 client software is uninstalled from the work station.
4	ArcGIS 9.1 client software is installed on the work station.
5	all previous versions of MT 3.0.6 and Land Use are uninstalled.
6	SMS process for the MT 4.0.8 installation is triggered.
7	SMS process for the Land Use 4.0.7 installation is triggered, if at a pilot site.
8	SMS process for Grain Storage Bin Tool 1.0.X (in December) is triggered.
9	SMS process for MT 4.1.X installation (in January) is triggered.

3 Conversion Process (Continued)

A Overview (Continued)

The conversion process for the server software is that the SMS process to install ArcSDE 9.1 is triggered and the system:

- uninstalls ArcSDE 8.3 application but leaves the ArcSDE 8.3 license manager
- installs ArcSDE 9.1 license manager
- installs ArcSDE 9.1 applications.

B Communication During Conversion

A web site for tracking the deployment of ArcGIS 9.1 will be developed. State GIS coordinators/specialists will:

- be required to confirm the completion of the process by having users at the County Office login into and work in MT 4.0.8
- be reporting through the tracking site which will be linked off the FSA GIS web site and will act much like the reporting tool used for the ArcGIS 8.3 conversion.

County Office addresses will be communicated to State Offices on the FSA GIS web site home page. This communication will inform the National Office that migration is complete and successful at each County Office.

C Training

There will be no training with this software release. Users in field offices are expected to be proficient in FSA customized GIS applications. The migration to 9.1 should be seamless for field offices because there are few changes in the interface in MT 4.0.8. This version is simply a code change from ArcGIS 8.3 to 9.1 environment and contains no enhancements to MT 3.0.6. There will be a document released with MT 4.1.X that highlights new functionality. State GIS coordinators/specialists will be responsible to provide the changes to the field.

Note: State GIS coordinators/specialists **must** work with field offices on setting up the GIS Environment Tool (GET), which will also be deployed at the time of migration. Specific instructions will be distributed to help State GIS coordinators/specialists with field office setup.

4 County and State Office Actions

A County Office Action

County Offices shall:

- contact State GIS coordinator/specialist with questions about the schedule for data conversion and how to prepare for data conversion
- contact State GIS coordinator/specialist with questions about GIS applications and tools
- provide State GIS coordinator/specialist with names of persons to receive read/write permissions to SQL/SDE databases, if they will be changed for this migration
- test and report to State Office the installation and working status of the appropriately deployed applications.

B State Office Action

State GIS coordinators/specialists shall:

- review the conversion schedule for States and **must** e-mail an acknowledgement to Ted Payne at **ted.payne@wdc.usda.gov** within **1 week of the date of this notice**, even if **no** changes are requested for the State
- work with County Offices to ensure that a person is there to assist with the CD/DVD handling
- if installation problems are identified, open a Magic work order
- act as 1st level contact for their County Offices on FSA GIS applications and tools.