Exhibit 300: Capital Asset Summary

Part I: Summary Information And Justification (All Capital Assets)

Section A: Overview & Summary Information

Date Investment First Submitted: 2009-06-30
Date of Last Change to Activities: 2013-03-28
Investment Auto Submission Date: 2013-03-28
Date of Last Investment Detail Update: 2013-03-28
Date of Last Exhibit 300A Update: 2013-03-28
Date of Last Revision: 2013-03-28

Agency: 393 - National Archives and Records Administration **Bureau:** 00 - Agency-Wide Activity

1. Name of this Investment: Electronic Records Archives (ERA)

2. Unique Investment Identifier (UII): 393-000000001

Section B: Investment Detail

1. **Briefly describe the investment's purpose, goals, and current or anticipated benefits (quantitative and/or qualitative). Include the investment's specific contribution to mission delivery or agency management support functions and identify key customers, stakeholders, and other beneficiaries.**

The National Archives and Records Administration (NARA) has set out on an ambitious course to tackle a great challenge facing archives around the world - ensuring that electronic records created today remain accessible and verifiable as an authentic record, long after the software and hardware used to produce these records have ceased to exist. NARAs solution to this challenge is the Electronic Records Archives, or ERA. Permanent records are made available to the public once we have screened them to protect sensitive information, including, but not limited to, national security, personal privacy, and law enforcement information. This is true for electronic records too. From the beginning, NARA has also been at the forefront of archiving non-paper records such as sound recordings, films and those created using computers (dating back to the earliest days of computational technology). By the 1990 s however, it was apparent that advances with the Internet and digital communications would dramatically change the ways by which information is created, shared and saved. For the past four decades, NARA has been able to keep up with archiving and preserving non-paper records by routinely migrating them to current, more stable preservation and access technologies. This practice, however, is no longer sustainable in an information age where creation and access formats change constantly and the volume of electronic records is today measured terabytes (1 million megabytes). ERA today is a complex information management system (or system of sytems) designed to archive the variety of records that the government currently creates in electronic format. ERA will evolve to meet the needs of the U.S. Government and the public as new electronic record formats and access tools emerge. Government agencies use the Submission function to deliver records and metadata into ERA. Electronic records are preserved and reviewed in the Repository.

The National Archives knowledge of what those historically valuable records are, who created them and why, and what processes have been applied to them is all documented in the Metadata. Finally, the public uses the Access function to do research on records that have been screened by archivists to remove restricted information (there are separate, non-public kinds of access for restricted records, as well).

2. **Briefly describe how the investment contributes to the agency target EA and its role in the Enterprise Roadmap. Include a description of how the investment includes or will achieve programmatic or technical innovation.**

This investment represents one programmatic initiative that is part of NARA's overall Business Transformation Strategy. It is addressed in NARA's Enterprise Architecture, in the Business Transformation Plan and Sequencing Plan work products. The ERA system supports the ERA program initiative, which supports many facets of NARA s electronic records. ERA maintenance address the support of revamped business processes as prioritized through NARA s Business Requirements Group (BRG). NARA continue sto use ERA as the means for transferring and ingesting electronic records. ERA also supports the BTP Digitization initiative, for which it is augmenting storage of ERA s Online Public Access (OPA) to allow NARA to provide online access to additional holdings.

3. **Provide the investment's currently projected return on investment (ROI) percentage, as documented in the most recent alternatives analysis, and the date that it was established.**

   a. **Current ROI:**

   b. **Date of Current ROI:**

4. **In the section below, indicate if the investment in whole or in part specifically addresses any of the following types of requirements.**

Note: Where "Yes" is indicated, provide a brief description of the requirement and how the investment will meet the requirement. Include citations within descriptions, if available. Provide any URLs associated with each requirement. If citing the Agency Performance Plan, provide the applicable "PRM" code from Performance.gov.

   a. **Legislative Mandate:**

   Required By: YES

   Description: The National Archives and Records Administration was established by act of October 19, 1984 (44 U.S.C. 2101 et seq.), effective April 1, 1985, as an independent agency in the executive branch of the Government. From 2008 Revision "Basic Laws and Authorities of the National Archives and Records Administration," 2006 Edition:. The following authorities apply to the National Archives: Federal Register (44 USC Chapter 15); National Archives and Records Administration (44 USC, Chapter 21), Presidential Records (44 USC Chapter 22), Trust Fund (44 USC Chapter 23), NHPRC (44 USC Chapter 25); Records of Congress(44 USC Chapter 27); Records Management NARA/GSA (44 USC Chapter 31); Records Management/Federal Agencies (44 USC

Chapter 31); Disposal of Records (44 USC Chapter 33).
Associated URLs:
http://www.archives.gov/publications/general-info-leaflets/1-about-archives.html

b. **Outstanding Audit Finding or Material Weakness:**
Required By: YES
Description: 1) Electronic Records Archive: National Archives Needs to Strengthen its Capacity to use Earned Value Techniques to Manage and Oversee Development. 2) Electronic Government: National Archives and Records Administration s Fiscal Year 2011 Expenditure Plan. 3) National Archives: Progress and Risks in Implementing its Electronic Records Archive Initiative. 4) Electronic Records Archive: The National Archives and Records Administration's Fiscal Year 2009 Expenditure Plan. 5) OIG Semiannual Report to Congress. 6) Advisory Report No. 09-03, OIG Monitoring Electronic Records Archives Program Status. 7) Advisory Report No. 09-11, OIG Monitoring Electronic Records Archives Program Status.
Associated URLs:
1) www.gao.gov/products/GAO-11-86. 2) www.gao.gov/products/GAO-11-299. 3) www.gao.gov/products/GAO-10-222T. 4) www.gao.gov/products/GAO-09-733. 5) www.archives.gov/oig/pdf/2009/semiannual-congress-09-2009.pdf. 6) www.archives.gov/oig/pdf/2009/advisory-report-09-03.pdf. 7) www.archives.gov/oig/pdf/2009/advisory-report-09-11.pdf.

c. **Published Agency Strategic Plan/Annual Performance Plan:**
Required By: YES
Description: Preserving the Past to Protect the Future, The Strategic Plan of the National Archives and Records Administration, 2006-2016 (revised 2009) - Strategic Goal 3: We will address the challenges of electronic records in Government to ensure success in fulfilling NARA's mission in the digital era; Strategic Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.
Associated URLs:
http://www.archives.gov/about/plans-reports/strategic-plan/2009/nara-strategic-plan-2009-2016-update.pdf
PRM Codes:
393-000-000

d. **Presidential Direction:**
Required By: NO
Description:
Associated URLs:

e. **Other Requirement:**
Required By: NO
Description:
Associated URLs:

5. **Provide a description of the investment's progress and accomplishments in the PY, including the investment's overall performance against baseline goals, targets, significant milestones, or performance measures, and any corrective actions taken to address performance deficiencies.**

In FY 2012, the ERA Program: Transitioned to a new operations and maintenance (O&M) contractor. Achieved an overall satisfaction for operational helpdesk of 86%. Improved reporting capability within the Base instance Migrated additional content into the Online Public Access (OPA) instance Upgraded and moved the Congressional Records Instance (CRI) Upgraded and moved the Access to Archival Data (AAD) instance and added content to AAD (State Department cables).

6. **Describe the investment's objectives for the CY, BY, and budget out years, if available, including specific accomplishments to achieve, realize, or continue to achieve the benefits cited in question B.1. above.**

CY 2013 Accomplishments Improve the search performance of the Base instance. Improve performance of all ERA instances as required by stakeholders Provide integration between the Executive Office of the President (EOP) instances and OPA. Establish a COOP site for ERA. Update outdated hardware and software (technology refresh) in order to maximize operational efficiency. Plan for the move of some ERA instances to the cloud. BY 2014 Accomplishments Continue to improve Base performance Continue to improve performance of all ERA instances Continue to update outdated hardware and software (technology refresh) in order to maximize operational efficiency. Continue moving ERA instances into the cloud.

7. **If this investment will result in the elimination or the reduction of another investment(s), please complete the following:**

Table I.B.1 Affected Investment Information

Investment UII	Status
393-000000047	to be reduced
393-000000048	to be reduced

8. **Does this investment include the following?**

a. **A shared service (intra-or inter-agency—current and/or planned):** NO

b. **A data center (current and/or planned):** YES

c. **PIV-enabled systems (per HSPD-12) (all systems currently PIV-enabled):** NO

d. **Cloud computing (current and/or planned):** YES

e. **APIs (application programming interfaces) consistent with the Digital Government Strategy:** YES

9. **Provide any URLs related to the investment and indicate how they are related. Identify each URL's relationship to the investment (if applicable).**

Table I.B.2 URL's Related to the Investment

Table I.B.2 URL's Related to the Investment

URL	A. Provides publicly accessible datasets produced by this investment.	B. Provides a publicly accessible API to provide access to data from this investment.	C. Links to social media about this investment.	D. Provides general information about this investment.	E. Provides general information about the business process or program served by this investment but not the investment itself.
http://www.archives.gov/era/				X	X
http://aad.archives.gov/aad/	X				
http://www.archives.gov/research/search/	X				

10. **Provide the date of the investment or IPT charter establishing the required IPT.**
2008-08-12

Section C: Life Cycle Costs

1. **Provide the cost summary for the investment.**

Table I.C.1 Life Cycle Costs

	PY-1 & Prior	PY 2012	CY 2013	BY 2014
Planning Costs:	$26.3	$0.0	$0.0	$0.0
DME (Excluding Planning) Costs:	$332.1	$0.0	$0.0	$0.0
DME (Including Planning) Govt. FTEs:	$33.6	$0.0	$0.0	$0.0
Sub-Total DME (Including Govt. FTE):	$392.0	0	0	0
O & M Costs:	$65.4	$25.3	$44.4	$23.4
O & M Govt. FTEs:	$7.0	$6.0	$6.2	$6.2
Sub-Total O & M Costs (Including Govt. FTE):	$72.4	$31.3	$50.6	0
Total Cost (Including Govt. FTE):	$464.4	$31.3	$50.6	0
Total Govt. FTE costs:	$40.6	$6.0	$6.2	0
# of FTE rep by costs:	330	34	35	35
Total change from prior year final President's Budget ($)		$-54.3		
Total change from prior year final President's Budget (%)		-63.50%	60.90%	

2.

a. **In which year did or will this investment begin? (specify year - e.g., PY-1= 2011)**
2002

b. **In which year will this investment reach the end of its estimated useful life? (specify year - e.g., BY+5 = 2019)**
2020

3. **If the funding levels have changed from the FY 2013 President's Budget request for PY or CY, briefly explain those changes:**

The FY12 decrease is attributable to a GAO level protest of the O&M contract, impacting operations and transition activities as well as corrective and adaptive work.

Section D: Acquisition/Contract Strategy (All Capital Assets)

1. **Provide all prime contracts (or task orders) for awarded or open solicitations for the investment.**

Table I.D.1 Contracts and Acquisition Strategy

Contract Type	Contracting Agency ID	Procurement Instrument Identifier (PIID)	Modular Approaches/ Contracting	Indefinite Delivery Vehicle (IDV) Reference ID	IDV Agency ID	Solicitation ID	EVM Required
Awarded	8800	NAMA-11-F-0109	Y	GS-35F-4984H	4730	NAMA-11-Q-0012	N

2. **If earned value is not required or will not be a contract requirement for any of the contracts or task orders above, explain why:**

Exhibit 300B: Performance Measurement Report

Section A: General Information

Date of Last Change to Activities: 2013-03-28

Section B: Project Plan and Execution Data

Table II.B.1 Projects

Project ID	Project Name	Objectives/Expected Outcomes	Project Start Date	Project Completion Date	Project Lifecycle Cost ($M)	End Point Schedule Variance (in days)	End Point Schedule Variance (%)	Cost Variance ($M)	Cost Variance (%)
101	Transition	The Transition project will allow for the incoming operations and maintenance (O and M) contractor to obtain knowledge of the various ERA instances, and establish a solid foundation so that O and M support can be optimized.	2011-10-01	2012-03-31	$1.8	0	0	$0.0	0.00%
102	System Correction: Stabilization	The Stabilization project will correct identified and prioritized operational performance and functional deficiencies within ERA.	2012-05-22	2014-09-30	$14.8	0	0	$-0.5	-10.53%
103	Business Adaptation:	The Enhance Access project will	2012-05-18	2014-09-30	$10.3	0	0	$-0.0	-0.19%

Table II.B.1 Projects

Project ID	Project Name	Objectives/Expected Outcomes	Project Start Date	Project Completion Date	Project Lifecycle Cost ($M)	End Point Schedule Variance (in days)	End Point Schedule Variance (%)	Cost Variance ($M)	Cost Variance (%)
	Enhanced Access	allow for more effective public retrieval of NARA's electronic records that are available to the public through ERA.							
104	Business Adaptation: Records Integration	The Records Integration project will enhance and expand the archival management of electronic records in ERA by NARA and and other federal agency staff.	2012-07-01	2014-09-30	$7.9	0	0	$-0.9	-22.50%
105	Contingency Planning	The Contingency Planning project will verify and validate the existing FIPS designation for ERA, assess costs to establish an alternate ERA site, result in an analysis of the most effective and efficient way to improve our contingency position and processes and eventually lead to the establishment of an alternate site.	2012-09-30	2013-08-15	$12.0	-21	-10	$0.0	0.00%
106	Sustaining Engineering: Technology Refresh	The Technology Refresh activity will esnure that technology is appropriately	2011-10-01	2014-09-30	$26.5	0	0	$5.3	39.84%

Table II.B.1 Projects

Project ID	Project Name	Objectives/Expected Outcomes	Project Start Date	Project Completion Date	Project Lifecycle Cost ($M)	End Point Schedule Variance (in days)	End Point Schedule Variance (%)	Cost Variance ($M)	Cost Variance (%)
		refreshed for all ERA instances and environments. This includes operations as well as instances and environments for conducting corrective and adaptive maintenance, sustaining engineering and comprehensive system testing.							

Key Deliverables

Project ID	Activity Name	Activity Description	Planned Completion Date	Projected Completion Date	Actual Completion Date	Duration (in days)	Schedule Variance (in days)	Schedule Variance (%)
101	Move and Re-establish Development and Test Environments	Re-establish development and test environment for new contract activities. (Dev/Test equipment successfully moved to new contractor location)	2012-03-31	2012-03-31	2012-03-31	64	0	0.00%
101	ARC/OPA Storage Migration and Connection	Migrate content from ARC SAN to OPA SAN and enable connection from A2 to the OPA SAN at ABL	2012-03-31	2012-03-31	2012-03-31	64	0	0.00%
103	FY 12: BASE: Adapt and Refine Download	Refine the data set returned via search to support the annual move	2012-08-19	2012-09-15	2012-09-30	93	-42	-45.16%
102	FY12 OPA Small Fixes	Implement fixes to lingering bugs within OPA	2012-09-30	2013-08-01		83	-305	-367.47%

Key Deliverables								
Project ID	Activity Name	Activity Description	Planned Completion Date	Projected Completion Date	Actual Completion Date	Duration (in days)	Schedule Variance (in days)	Schedule Variance (%)
106	FY12 Refresh Technology	Refresh technology as needed to support production operations; build a development and test environment(s) that ensures more consistent development builds (to support corrective and adaptive	2013-02-28	2013-04-30		166	-80	-48.19%
103	FY 13: BASE: Search Behaviour Adaptation	Adapt existing search behaviour to better meet stakeholder needs and expectations	2013-03-15	2013-03-15		72	-65	-90.28%
103	FY 13: BASE: Implement Performance Fixes	Implement the design required to fix the performance issues identified in 3.2. This includes incorporating BASE download adaptations and refinements implemented in 3.1	2013-03-15	2013-03-15		136	-65	-47.79%
104	FY 13 EOP: Integration between EOP and OPA - Implement design	Implement the solution to make EOP records, particularly Bush 43 e-mail records, available through OPA	2013-03-15	2013-08-30		59	-168	-284.75%
106	FY13 Refresh Technology	Refresh technology as needed to support production operations; build a development and test environment(s) that ensures more consistent development builds (to support corrective and adaptive	2013-04-01	2013-09-30		182	-182	-100.00%

Key Deliverables								
Project ID	Activity Name	Activity Description	Planned Completion Date	Projected Completion Date	Actual Completion Date	Duration (in days)	Schedule Variance (in days)	Schedule Variance (%)
102	FY13 SE Small Fixes	Implement fixes to lingering issues with all instances as determined by Systems Engineering	2013-04-01	2013-04-01		182	-48	-26.37%
105	FY13: Analyze and design an alternate site to support COOP.	Verify and validate the existing FIPS designation for ERA, assess costs to establish an alternate ERA site to support business continuity	2013-04-28	2013-04-28		210	-21	-10.00%

Section C: Operational Data

Table II.C.1A/B Performance Metrics and Actuals

Metric ID	Metric Description	Unit of Measure	FEA Performance Measurement Category Mapping	2012 Target	2013 Target	Measurement Condition	Reporting Frequency	Agency Strategic Goals / Agency Objective
5075	Uptime of ERA EOP	% by month	215 - Technology - Reliability and Availability	95.000000	95.000000	Over target	Monthly	

Actual Result ID	Actual Result	Actual Result Met/Not Met	Comment	Date of Actual Result
53107	100.000000	Met		2013-04-29
41835	100.000000	Met		2013-01-31
35631	100.000000	Met		2012-12-18
34117	100.000000	Met		2012-11-29

Metric ID	Metric Description	Unit of Measure	FEA Performance Measurement Category Mapping	2012 Target	2013 Target	Measurement Condition	Reporting Frequency	Agency Strategic Goals / Agency Objective
5073	Uptime of ERA Base	% by month	215 - Technology - Reliability and Availability	95.000000	95.000000	Over target	Monthly	

Actual Result ID	Actual Result	Actual Result Met/Not Met	Comment	Date of Actual Result
53109	100.000000	Met		2013-04-29
41833	100.000000	Met		2013-01-31
35627	100.000000	Met		2012-12-18
34115	100.000000	Met		2012-11-29

5071	First Call Resolution Of Issues	%	114 - Customer Results - Service Quality	60.000000	60.000000	Over target	Quarterly

Actual Result ID	Actual Result	Actual Result Met/Not Met	Comment	Date of Actual Result
53111	97.000000	Met		2013-04-29
41831	100.000000	Met		2013-01-31
35629	100.000000	Met		2012-12-18

5069	Total Data Center Power Consumption	kWh/month	213 - Technology - Efficiency	350000.000000	350000.000000	Under target	Monthly

Actual Result ID	Actual Result	Actual Result Met/Not Met	Comment	Date of Actual Result
53103	288674.000000	Met		2013-04-29
41829	275869.000000	Met		2013-01-31
35625	260183.000000	Met		2012-12-18
34113	387987.000000	Not Met		2012-11-29

5067	Helpdesk Average Speed Of Answer of Phone Calls	Seconds	113 - Customer Results - Timeliness and Responsiveness	30.000000	30.000000	Under target	Quarterly

Actual Result ID	Actual Result	Actual Result Met/Not Met	Comment	Date of Actual Result
53105	24.000000	Met		2013-04-29
41827	24.000000	Met		2013-01-31

35623	20.000000	Met	2012-12-18