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: 2013-04-30
Investment Auto Submission Date: 2013-03-27
Date of Last Investment Detail Update: 2012-09-12
Date of Last Exhibit 300A Update: 2013-03-27
Date of Last Revision: 2013-04-30

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

1. Name of this Investment: Archives and Records Center Information System (ARCIS)

2. Unique Investment Identifier (UII): 393-000000031

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 Federal Records Centers Program (FRCP) has developed the Archives and Records Center Information System (ARCIS) to replace an outdated and costly patchwork of computer support systems with a modern integrated system. ARCIS supports streamlined business processes and better serves our federal agency customers who expect, but did not previously receive, real-time, web-enabled access to information about their holdings and their transaction information. ARCIS provides customers with web-enabled access to information about their holdings and circulation data. ARCIS also provides access to transactional forms (e.g., transfer, reference request, withdrawal, disposition, etc.). This enhancement helps the FRCs retain current customers and obtain new business.

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. ARCIS supports the BTP initiative, Federal Record Center Program, by providing automation support for the new Standard Operating procedures being developed by the initiative. These SOPs cover the FRCP s Refrence, Refile and Interfile operations.

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:** 13.000000

   b. **Date of Current ROI:** 2012-08-20

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: NO
   Description:
   Associated URLs:

   b. **Outstanding Audit Finding or Material Weakness:**
   Required By: NO
   Description:
   Associated URLs:

   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 1: As the nation's record keeper, we will ensure the continuity and effective operation of Federal programs by expanding our leadership and services in managing the Government's records.
   Associated URLs:
   http://www.archives.gov/about/plans-reports/strategic-plan/
   PRM Codes:
   393-000-000

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

   e. **Other Requirement:**
   Required By: YES
   Description: Archives and Records Centers Information System Background.
   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.**
Most goals that were set for FY12 were met, except that the MRS and MPR registry could not be deployed due to external factors out of our control. In order for MRS and MPR to be fully deployed, these systems had to be interfaced with CMRS, a separate external system. ARCIS could not interface or even develop interface components until CMRS was upgraded and deployed. The upgrade and deployment of CMRS was delayed until the very end of FY12. We plan on integrating the systems in FY13. Deployed: o Business Intelligence (BI) reporting platform. o 10 new agencies to the Customer Portal. Developed and Deployed: o CPR registry. o A framework for idenitfying and exercising Continued Process Improvement tactics. Developed: o MRS registry. o Requirements for MPR registry. o Framework for how the BI reporting platform will be used by the Federal Records Centers.

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.**
FY13 CY Replace MPR and MRS registries at NPRC. Upgrade Siebel, applications, and database applications. Subsume NARS-5 in its entirety. FY14 BY Subsume RCPBS into ARCIS and deploy online invoices and the ability to review transaction by FRCP customers. FY15 BY Integrate ARCIS with the eFRC. FY16 BY Implement Records Management of ARCIS data. FY17 BY Continuous process improvement.

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
393-000000013	to be eliminated

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

a. **A shared service (intra-or inter-agency—current and/or planned):** YES

b. **A data center (current and/or planned):** NO

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:** NO

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

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.

NONE

10. **Provide the date of the investment or IPT charter establishing the required IPT.**
2008-03-18

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:	$0.0	$0.0	$0.0	$0.0
DME (Excluding Planning) Costs:	$9.7	$1.8	$0.0	$0.0
DME (Including Planning) Govt. FTEs:	$1.8	$0.3	$0.0	$0.0
Sub-Total DME (Including Govt. FTE):	$11.5	$2.1	0	0
O & M Costs:	$4.1	$1.1	$2.7	$3.1
O & M Govt. FTEs:	$0.4	$0.1	$0.5	$0.5
Sub-Total O & M Costs (Including Govt. FTE):	$4.5	$1.2	$3.2	0
Total Cost (Including Govt. FTE):	$16.0	$3.3	$3.2	0
Total Govt. FTE costs:	$2.2	$0.4	$0.5	0
# of FTE rep by costs:	16	3	3	4
Total change from prior year final President's Budget ($)		$0.1		
Total change from prior year final President's Budget (%)		2.80%	69.40%	

2.

a. **In which year did or will this investment begin? (specify year - e.g., PY-1= 2011)**
2005

b. **In which year will this investment reach the end of its estimated useful life? (specify year - e.g., BY+5 = 2019)**
2022

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

Summary of funding has changed based on a review and update of the future Operations and Maintenance budget for the project.

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-08-F-0088	N	GS-25F-0061P	4730		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: 2013-04-30

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 (%)
1	Develop and Implement Increment 5 - Workflow Engineering.	Improve ARCIS customer and Employee Portals.	2011-09-17	2012-09-16	$0.4	0	0	$0.0	0.86%
2	Develop and Implement Increment 5 - Reports.	Make information available to ARCIS users.	2011-09-17	2012-09-16	$0.2	0	0	$-0.0	-0.84%
3	Develop and Implement Increment 5 - Registry Phase 2	Work towards decommissioning the VA Registry applications.	2011-09-17	2012-09-16	$0.9	0	0	$0.0	0.94%
4	Registries	Replace VA Mainframe MPR Registry functionality and support the ARCIS Registries deployments.	2012-10-01	2013-05-31	$0.3	-61	-25	$0.0	0.00%
5	Integration with other systems both internal and	Implement interfaces between the registries in	2012-10-01	2013-03-31	$0.2	-91	-50	$0.0	0.00%

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 (%)
	external to the FRCP and NARA.	ARCIS and CMRS. Also, Ingest files from Agencies wishing to submit Bulk Reference Requests.							
6	Subsume aging FRCP systems	Develop plans and start efforts to replace the RCPBS (Records Centers Program Billing System), the CRTS (Classified Records Tracking System), and the Disposal Authority database.	2012-10-01	2014-09-30	$1.3	0	0	$0.3	24.67%
7	Upgrade ARCIS platform	Identify strategies for leveraging the cloud and prepare for upgrading Siebel and Oracle in FY 2014.	2013-07-01	2014-09-30	$0.5	0	0	$-0.1	-21.03%
8	Continuous Process Improvements	Implement recommendations communicated by the ARCIS CCB and the Process ReEngineering Team. Provide support for ongoing activities to increase agency usage of the portal.	2012-10-01	2014-09-30	$1.4	0	0	$0.1	7.02%
9	Business Intelligence	Develop and refine the FRCP Business Intelligence platform.	2012-10-01	2013-09-30	$0.2	0	0	$0.0	0.00%

Key Deliverables

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 (%)
Project ID	Activity Name	Activity Description	Planned Completion Date	Projected Completion Date	Actual Completion Date	Duration (in days)	Schedule Variance (in days)	Schedule Variance (%)
1	Develop and Implement Customer Portal enhancements in 1st half of FY 2012.	Online Invoices and RCPBS integration and other minor workflow enhancements.	2012-03-16	2012-03-16	2012-03-16	181	0	0.00%
2	Develop and Implement OBIEE Reports in 1st half of FY 2012.	Deliver Dashboards to Managers to assist in managing operations.	2012-03-16	2012-03-16	2012-03-16	181	0	0.00%
3	Registry Phase 2 for the 1st half of FY 2012	Deliver CPR Registry and begin on MPR and MRS Registries.	2012-03-16	2012-03-16	2012-03-16	181	0	0.00%
3	Registry Phase 2 for the 3rd quarter of FY 2012	Send MPR and MRS Registries to testing.	2012-06-16	2012-06-16	2012-06-16	91	0	0.00%
1	Develop and Implement Customer Portal enhancements in 2nd half of FY 2012.	Refiles and Interfiles and other minor workflow enhancements.	2012-09-16	2012-09-16	2012-09-16	183	0	0.00%
2	Develop and Implement OBIEE Reports in 2nd half of FY 2012.	Deliver Dashboards to Managers to assist in managing operations.	2012-09-16	2012-09-16	2012-09-16	183	0	0.00%
3	Registry Phase 2 for the 4th quarter of FY 2013	Send MPR and MRS Registries to testing.	2012-09-16	2012-09-16	2012-09-16	91	0	0.00%
5	MRS and MPR Interface with CMRS	Develop and Implement MRS Interface with CMRS.	2013-03-31	2013-06-30		89	-91	-102.25%
9	eAnalytics Phase 1	Develop and publish Business Intelligence dashboards.	2013-03-31	2013-03-31		181	-50	-27.62%
5	Interface for all Bulk Load Agencies	Develop and Implement ability to receive files from agencies who submit	2013-03-31	2013-03-31	2013-03-31	181	0	0.00%

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 (%)
		Reference Requests in Bulk.						
6	RCPBS (Records Centrers Program Billing System)	Develop a Billing Adjustments module to allow account managers to create adjustments to customer accounts.	2013-03-31	2013-03-31		181	-50	-27.62%
8	Support Phase 1	Support ongoing activities to rollout the Customer Portal and Registries.	2013-03-31	2013-03-31		181	-50	-27.62%
8	SCR Phase 1	Reduce the backlog of System Chage Requests as per the CCB (Change Control Board) and the Process ReEngineering team.	2013-03-31	2013-03-31		181	-50	-27.62%
4	MPR Development	Develop and Deliver MPR Registry.	2013-03-31	2013-04-30	2013-03-31	181	0	0.00%
8	PM Phase 1	Project and Development team Management	2013-03-31	2013-03-31		181	-50	-27.62%
4	MRS Migration and Deployment	Migrate and Deploy MRS Registry.	2013-04-30	2013-05-30		29	-30	-103.45%
4	MPR Migration and Deployment	Migrate and Deploy MPR Registry.	2013-05-31	2013-07-31		31	-61	-196.77%
8	PM Phase 2	Project and Development team Management	2013-09-30	2013-09-30		182	0	0.00%
9	eAnalytics Phase 2	Develop and publish Business Intelligence dashboards.	2013-09-30	2013-09-30		182	0	0.00%
6	DAU database	Add fields to the transfer to accommodate the information stored in the DAU database	2013-09-30	2013-09-30		182	0	0.00%

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 (%)
		and then migrate the data into ARCIS.						
6	CRTS (Classified Records Tracking System)	Design a solution for replacing CRTS.	2013-09-30	2013-09-30		182	0	0.00%
8	Support Phase 2	Support ongoing activities to rollout the Customer Portal and Registries.	2013-09-30	2013-09-30		182	0	0.00%
8	SCR Phase 2	Reduce the backlog of System Chage Requests as per the CCB (Change Control Board) and the Process ReEngineering team.	2013-09-30	2013-09-30		182	0	0.00%

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
5127	ARCIS uptime.	%	215 - Technology - Reliability and Availability	99.860000	99.880000	Over target	Monthly	

Actual Result ID	Actual Result	Actual Result Met/Not Met	Comment	Date of Actual Result
53089	99.990000	Met	20 minutes scheduled downtime.	2013-04-29
48251	99.990000	Met	40 minutes downtime out of 40,320 minutes.	2013-03-21
41801	99.990000	Met		2013-01-30
35607	100.000000	Met		2012-12-18
34107	99.900000	Met		2012-11-29

5123	Reduce the VA-AAC costsby $200K by subsuming the functions performed by the VA for NARA.	$	211 - Technology - Technology Costs	900000.000000	500000.000000	Under target	Annual	393-000-000

Actual Result ID	Actual Result	Actual Result Met/Not Met	Comment	Date of Actual Result
48249	0.000000	Met	DHS moved off VA in Jan.	2013-03-21

5121	Provide Account Managers with support to bring more customers onto the	Number of Agencies Deployed	103 - Mission and Business Results - Management of Government	3.000000	50.000000	Over target	Annual	393-000-000

	new Customer Portal User Management and Transfer modules.		Resources					

Actual Result ID	Actual Result	Actual Result Met/Not Met	Comment	Date of Actual Result
48245	25.000000	Not Met		2013-03-21

439	Number of agencies with interfaces to ARCIS resulting in data entry labor savings for the Federal Government.	Units	112 - Customer Results - Service Coverage	3.000000	5.000000	Over target	Annual	393-000-000

Actual Result ID	Actual Result	Actual Result Met/Not Met	Comment	Date of Actual Result
48247	3.000000	Not Met	currently in process with SSA and DHMS.	2013-03-21
20237	1.000000	Not Met	We plan on having OPM and USPS interfacing with ARCIS by EOM.	
2089	1.000000	Not Met	We plan on having OPM and USPS interfacing with ARCIS by EOM.	

434	ARCIS development proceeds on schedule and within budget.	EVM	201 - Process and Activities - Financial	0.850000	0.970000	Over target	Monthly	

Actual Result ID	Actual Result	Actual Result Met/Not Met	Comment	Date of Actual Result
53091	1.000000	Met		2013-04-29
48243	1.000000	Met		2013-03-21
41799	0.950000	Not Met		2013-01-30

35605	0.990000	Met		2012-12-18
34105	0.970000	Met		2012-11-29
24347	1.000000	Met		
17861	1.010000	Met		
14307	1.000000	Met		
2079	1.010000	Met		