Exhibit 300: Capital Asset Summary

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

Section A: Overview & Summary Information

Date Investment First Submitted: 2011-09-16
Date of Last Change to Activities: 2013-04-30
Investment Auto Submission Date: 2013-03-27
Date of Last Investment Detail Update: 2013-03-27
Date of Last Exhibit 300A Update: 2013-03-28
Date of Last Revision: 2013-04-30

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

1. Name of this Investment: Description and Authority Services (DAS)

2. Unique Investment Identifier (UII): 393-000000042

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.**
NARA has outgrown its existing Archival Research Catalog (ARC) system and requires a more robust solution that is capable of scaling to support at least 250 million archival descriptions with links to upwards of 500 million digital surrogates over the next 4-7 years. This project will replace the current ARC C/S thick-client application with two (2) web-based, thin-client services - one for archival descriptions and one for authorities. The project will be conducted in 2 phases: a concept phase and a development phase. During the concept phase, the contractor will analyze and confirm NARA's functional and technical requirements and will provide the Government with a recommendation as to the best functional and technical approach to develop the description and authority services. Based on that recommendation, the Government will make a decision as to whether it will go forward with the development phase of the project.

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 Description and Authority Service system supports the BTP initiative, Description and Reference Process, by streamlining the review and approval of records descriptions (2013) and importing preliminary descriptions from ERA, ARCIS and HMS (2014).

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:** 3.000000

   b. **Date of Current ROI:** 2012-08-21

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: - Strategic Goal 2: Ensures that NARA staff continue to have access to a system that allows them to describe the holdings at the appropriate level and quality in a centralized system, and that the public has quick and easy access to the new and updated descriptions. - Strategic Goal 4: Ensures that NARA staff continues to have access to a system that allows them to describe the holdings at the appropriate level and quality in a centralized system and provides access to digital copies of non-electronic records in a centralized, "one-stop shop" for NARA researchers. - Strategic Goal 6: Ensures that NARA staff can continue to enter original descriptions, upload descriptions from finding aids as well as those provided by NARA digitizing partners, and provide online access to all of those descriptions, so that the archival context of all our holdings is readily available.
   Associated URLs:
   http://www.archhives.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: 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.**
Authorized a design change to remove Synaptica COTS product from the technical solution. Leveraged 90% existing code from the description service to build the description service. Software development, which occurred in three Iterations, was completed. Conducted bi-weekly checkpoint meetings during development to view development progress and provide feedback. Completed the System Test and Evaluation Plan Completed the System Integration Plan Created draft versions of the Security Integration and Acceptance Plan, the Security Control Integration Plan, and the C&A Plan. Entered the Integration and System Test Phase. Began conducting System Integration Testing and Performance Testing. Configured the DAS test environment in the AWS cloud. Established VPN connectivity between NARA and AWS to access the test, training, production, and monitoring cloud environments.

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.**
Deliverables/Milestones: 1. Complete System Integration Testing 2. Configure VPN between NARA and AWS to provide connectivity to DAS test, production, training, and monitoring environments in the cloud. 3. Complete Performance Testing 4. Conduct Security Testing 5. Deliver System Test Report 6. Create and Deliver the Installation and Transition Plan 7. Create and Deliver the Operations Manual 8. Create and Deliver User Guide(s) 9. Create and Deliver Training Materials 10. Create and Deliver Version Description Document 11. Perform User Acceptance Testing 12. Deliver Configuration Items 13. Deliver System Acceptance Test Report 14. Deploy DAS to Production.

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
393-000000006	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):** YES

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.
http://www.archives.gov/research/search/	X				X

10. **Provide the date of the investment or IPT charter establishing the required IPT.**
2010-09-30

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:	$2.4	$0.0	$0.0	$0.0
DME (Excluding Planning) Costs:	$0.3	$4.6	$0.5	$0.0
DME (Including Planning) Govt. FTEs:	$0.5	$0.4	$0.0	$0.0
Sub-Total DME (Including Govt. FTE):	$3.2	$5.0	$0.5	0
O & M Costs:	$0.0	$0.0	$0.8	$2.2
O & M Govt. FTEs:	$0.0	$0.0	$0.1	$0.1
Sub-Total O & M Costs (Including Govt. FTE):	0	0	$0.9	0
Total Cost (Including Govt. FTE):	$3.2	$5.0	$1.4	0
Total Govt. FTE costs:	$0.5	$0.4	$0.1	0
# of FTE rep by costs:	4	3	1	1
Total change from prior year final President's Budget ($)		$1.1		
Total change from prior year final President's Budget (%)		29.80%	-33.90%	

2.

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

b. **In which year will this investment reach the end of its estimated useful life? (specify year - e.g., BY+5 = 2019)**
2018

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

Updated DME cost for FY12 and FY13 to include contract project management costs and Other Direct Costs (ODCs). There was also a slight increase because the contractor had a 6-week delay and cost overrun of ~$300K due to a design change that removed a 3rd party COTS product (Synaptica). The functionality that was supposed to be met by Synaptica was developed by re-using 90% of the description code base.

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-10-C-0011	N			NAMA-10-Q-0065	Y

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 (%)
2	Development	Iterative Development.	2011-03-04	2012-08-17	$2.6	-84	-22	$-0.4	-17.91%
1	Initial Planning	Analysis, Requirements and Design Activities.	2010-10-01	2011-07-21	$2.4	0	0	$0.0	0.00%
10	User Acceptance Testing, Prepare System for Deployment and Deploy to Production	Conduct User Acceptance Testing, Prepare System for Deployment, Develop Configuration Item Inventory, ATO, Deployment.	2013-05-15	2013-06-28	$0.3	0	0	$0.0	0.00%
6	System Test, Integration, and Security Testing Planning	Complete System Test and Evaluation Plan, System Integration Plan, COTS Acquisition and Acceptance Test Plan, Security Integration and Acceptance Test	2012-04-05	2013-01-29	$0.7	-130	-77	$0.0	1.76%

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 (%)
		Plan, Security Control Integration Plan, C&A Test Plan, Installation and Transition Plan.							
7	Cloud Hosting Environment	Cloud Hosting Environment.	2012-03-01	2013-04-17	$0.8	-35	-9	$0.0	0.00%
8	Integration, Performance, and Security Testing	Integration, Performance, Security Testing, and System Test Report.	2012-08-20	2013-05-14	$0.4	-8	-3	$0.0	0.00%
9	Transition to Operations Documentation	Ops Manual, User Guides, Training Plan, Training Materials, User Guides, VDD.	2012-07-02	2013-06-26	$0.5	0	0	$0.0	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 (%)
1	Concept Development and Requirements Definition	Create Project Plan, CONOPS, Analysis of Alternatives, Data Requirements Document and RTM, Data Migration Plan, Data Service Plan, SOA Architecture Plan, and prototype	2011-04-15	2011-04-21	2011-04-21	196	-6	-3.06%
1	Preliminary and Detailed Design	Create Preliminary Design document, draft version of COTS acquisition and acceptance test plan, Detailed Design document, draft Unit	2011-07-21	2011-07-21	2011-07-21	139	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 Component Test Plans, System Test & Eval. Plan, System Integration Plan, Security Controls						
2	Iteration 1 Development	Risk/feature analysis for Iteration 1, feature development, testing, and demonstration to NARA.	2011-10-31	2011-10-31	2011-10-31	91	0	0.00%
2	Iteration 2 Development	Risk/feature analysis for Iteration 2, feature development, testing, and demonstration to NARA.	2012-02-29	2012-02-29	2012-03-15	120	-15	-12.50%
2	Iteration 3 Development	Risk/feature analysis for Iteration 3, feature development, testing, and demonstration to NARA.	2012-08-17	2012-11-09	2012-11-09	169	-84	-49.70%
6	System Integration Plan Activity	Final updates to the existing plan, submit to NARA for review and update based on NARA edits/comments	2012-08-23	2012-08-23	2012-08-23	49	0	0.00%
6	System Test and Evaluation Plan	Final updates to the existing plan, submit to NARA for review and update based on NARA edits/comments	2012-08-23	2012-08-23	2012-08-23	140	0	0.00%
6	COTS Acquisition and Acceptance Test Plan	Final updates to the existing plan, submit to NARA for review and update based on NARA edits/comments	2012-09-21	2013-01-08	2013-01-29	57	-130	-228.07%
7	Configure Cloud Hosting	Award a cloud hosting contract for the DAS training, test, and	2013-04-17	2013-05-13		412	-35	-8.50%

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 (%)
		production environments and configure the environments with Oracle, jBoss SOA-P, Active MQ, Linux, and Windows 2008 licenses						
8	Integration, Performance and Security Testing and System Test Report	Conduct integration, performance and security testing and submit updated Security Integration and Acceptance plan, Security Control Integration Plan, and C&A document to NARA. Update document based on NARA edits/comments	2013-05-14	2013-05-14		267	-8	-3.00%
9	Training Plan	Create document outline, prepare document, peer review, technical edit, submit to NARA for review and update based on NARA edits/comments	2013-06-10	2013-06-10		343	0	0.00%
9	Training Materials	Prepare training materials, peer review, technical edit, submit to NARA for review and update based on NARA edits/comments	2013-06-10	2013-06-10		252	0	0.00%
9	Operations Manual	Create document outline, prepare document, peer review, technical edit, submit to NARA for review and update based on NARA	2013-06-10	2013-06-10		48	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 (%)
		edits/comments						
9	User Guides	Create document outline, prepare document, peer review, technical edit, submit to NARA for review and update based on NARA edits/comments	2013-06-10	2013-06-10		53	0	0.00%
9	Installation and Transition Plan	Create document outline, prepare document, peer review, technical edit, submit to NARA for review and update based on NARA edits/comments	2013-06-10	2013-06-10		42	0	0.00%
10	NARA Simulated Interface Testing	Using JMSBrowser and the DAS Schema, NARA will perform simulated interface testing to ensure that the request operations, parameter names, parameter types, and output types for DAS Request Operations can be successfully orchestrated.	2013-06-12	2013-06-12		28	0	0.00%
10	UAT and System Acceptance Test Report	Support User Acceptance Testing, Deliver Acceptance Test Report, Rollout to Production.	2013-06-12	2013-06-12		28	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
NONE								