EXHIBIT 300   **UII 393-000000031**

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: 2012-07-27
Investment Auto Submission Date: 2012-02-28
Date of Last Investment Detail Update: 2011-09-16
Date of Last Exhibit 300A Update: 2012-02-28
Date of Last Revision: 2012-08-30

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

Investment Part Code: 01

Investment Category: 00 - Agency Investments

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

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

Section B: Investment Detail

1. **Provide a brief summary of the investment, including a brief description of the related benefit to the mission delivery and management support areas, and the primary beneficiary(ies) of the investment. Include an explanation of any dependencies between this investment and other investments.**

   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Records Centers Program (FRCP) has developed the Archives and Records Center Information System (ARCIS) to replace an outdated and costly patchwork of computer support systems with a modern integrated system.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. **How does this investment close in part or in whole any identified performance gap in support of the mission delivery and management support areas? Include an assessment of the program impact if this investment isn't fully funded.**

   Previous operating systems used by the Federal Records Centers Program did not have real-time web enabled access. ARCIS provides internal and external users with the ability to conduct online transactions, such as transfers or reference requests, as well as access to FRCP holdings and transaction information in real-time.

EXHIBIT 300   **UII 393-000000031**

3. **Provide a list of this investment's accomplishments in the prior year (PY), including projects or useful components/project segments completed, new functionality added, or operational efficiency achieved.**

   Deployed: Online Standard Form (SF) 135s and a new Records Transfers module; capability for agencies to create and configure the access control rights of their ARCIS users; assets access control capability through ARCIS by matching the properties of a Records Transfer to rights granted the user by the agency administrator; web service interfaces for Reference Requests and Records Transfers. HUD HOC is the first customer to integrate their system to ARCIS using these web service calls; new Billing module, which allows the FRCP to monitor, control, and approve which transactions are billed; utilities to generate databases that support the training of end-users in ARCIS operations and administration. • Upgraded the INFORM utility (permits agencies access to a complete listing of their holdings). • Merged billing of local contracts into the billing stream creating a single process for generating invoices to FRCP customers. • Acquired and installed the Business Intelligence platform.

4. **Provide a list of planned accomplishments for current year (CY) and budget year (BY).**

   • Replace all registry systems currently supported by the VA mainframe. • Deploy online invoices and the ability to review transaction by FRCP customers. • Deploy Business Intelligence dashboards. • Continuous process improvement.

5. **Provide the date of the Charter establishing the required Integrated Program Team (IPT) for this investment. An IPT must always include, but is not limited to: a qualified fully-dedicated IT program manager, a contract specialist, an information technology specialist, a security specialist and a business process owner before OMB will approve this program investment budget. IT Program Manager, Business Process Owner and Contract Specialist must be Government Employees.**

2008-03-18

EXHIBIT 300   **UII 393-000000031**

Section C: Summary of Funding (Budget Authority for Capital Assets)

1.

Table I.C.1 Summary of Funding				
	PY-1 & Prior	PY 2011	CY 2012	BY 2013
Planning Costs:	$0.0	$0.0	$0.0	$0.0
DME (Excluding Planning) Costs:	$7.8	$1.9	$1.7	$0.0
DME (Including Planning) Govt. FTEs:	$1.5	$0.3	$0.3	$0.0
Sub-Total DME (Including Govt. FTE):	$9.3	$2.2	$2.0	0
O & M Costs:	$3.0	$1.1	$1.1	$1.4
O & M Govt. FTEs:	$0.3	$0.1	$0.1	$0.5
Sub-Total O & M Costs (Including Govt. FTE):	$3.3	$1.2	$1.2	$1.9
Total Cost (Including Govt. FTE):	$12.6	$3.4	$3.2	$1.9
Total Govt. FTE costs:	$1.8	$0.4	$0.4	$0.5
# of FTE rep by costs:	13	3	3	3

Total change from prior year final President's Budget ($)		$0.1	$1.0	
Total change from prior year final President's Budget (%)		1.80%	44.00%	

EXHIBIT 300   **UII 393-000000031**

2. If the funding levels have changed from the FY 2012 President's Budget request for PY or CY, briefly explain those changes:

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

Table I.D.1 Contracts and Acquisition Strategy											
Contract Type	EVM Required	Contracting Agency ID	Procurement Instrument Identifier (PIID)	Indefinite Delivery Vehicle (IDV) Reference ID	IDV Agency ID	Solicitation ID	Ultimate Contract Value ($M)	Type	PBSA ?	Effective Date	Actual or Expected End Date
Awarded	8800	NAMA-07-F-0111	GS-35F-0051K	4730							
Awarded	8800	NAMA-08-F-0088	GS-25F-0061P	4730							

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 300   **UII 393-000000031**

Exhibit 300B: Performance Measurement Report

Section A: General Information

Date of Last Change to Activities: 2012-07-27

Section B: Project Execution Data

Table II.B.1 Projects					
Project ID	Project Name	Project Description	Project Start Date	Project Completion Date	Project Lifecycle Cost ($M)
1	Develop and Implement Increment 5 - Workflow Engineering.	Improve ARCIS customer and Employee Portals.			
2	Develop and Implement Increment 5 - Reports.	Make information available to ARCIS users.			
3	Develop and Implement Increment 5 - Registry Phase 2	Work towards decommissioning the VA Registry applications.			

Activity Summary								
Roll-up of Information Provided in Lowest Level Child Activities								
Project ID	Name	Total Cost of Project Activities ($M)	End Point Schedule Variance (in days)	End Point Schedule Variance (%)	Cost Variance ($M)	Cost Variance (%)	Total Planned Cost ($M)	Count of Activities
1	Develop and Implement Increment 5 - Workflow Engineering.							
2	Develop and Implement Increment 5 - Reports.							
3	Develop and							

EXHIBIT 300   **UII 393-000000031**

Activity Summary

Roll-up of Information Provided in Lowest Level Child Activities

Project ID	Name	Total Cost of Project Activities ($M)	End Point Schedule Variance (in days)	End Point Schedule Variance (%)	Cost Variance ($M)	Cost Variance (%)	Total Planned Cost ($M)	Count of Activities
	Implement Increment 5 - Registry Phase 2							

Key Deliverables

Project Name	Activity Name	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		91	-76	-83.52%
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		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		183	0	0.00%

EXHIBIT 300   **UII 393-000000031**

Section C: Operational Data

Table II.C.1 Performance Metrics								
Metric Description	Unit of Measure	FEA Performance Measurement Category Mapping	Measurement Condition	Baseline	Target for PY	Actual for PY	Target for CY	Reporting Frequency
ARCIS development proceeds on schedule and within budget.	EVM	Process and Activities - Financial	Over target	1.000000	1.000000	1.000000	0.850000	Monthly
Revenue.	$M	Process and Activities - Financial	Over target	84.900000	84.900000	84.900000	90.000000	Semi-Annual
Retention of Federal Records Center Program customers.	Units	Customer Results - Customer Benefit	Over target	205.000000	205.000000	205.000000	201.000000	Semi-Annual
% of Federal agency reference requests made available within the promised time.	%	Process and Activities - Cycle Time and Timeliness	Over target	98.000000	98.000000	98.000000	98.000000	Monthly
IT operation and maintenance costs of the mainframe at the VA-AAC.	$M	Technology - Technology Costs	Under target	0.858000	0.858000	0.858000	1.000000	Semi-Annual
Number of agencies with interfaces to ARCIS resulting in data entry labor savings for the Federal Government.	Units	Customer Results - Service Coverage	Over target	1.000000	1.000000	1.000000	3.000000	Semi-Annual