

**Exhibit 300: Capital Asset Plan and Business Case Summary****Part I: Summary Information And Justification (All Capital Assets)****Section A: Overview (All Capital Assets)**

1. Date of Submission:
2. Agency: General Services Administration
3. Bureau: Federal Acquisition Service
4. Name of this Capital Asset: Regional Business Application (RBA, fka ITOMS and ITSS)
5. Unique Project (Investment) Identifier: (For IT investment only, see section 53. For all other, use agency ID system.) 023-10-01-14-01-1060-00
6. What kind of investment will this be in FY2009? (Please NOTE: Investments moving to O&M in FY2009, with Planning/Acquisition activities prior to FY2009 should not select O&M. These investments should indicate their current status.) Mixed Life Cycle
7. What was the first budget year this investment was submitted to OMB? FY2001 or earlier
8. Provide a brief summary and justification for this investment, including a brief description of how this closes in part or in whole an identified agency performance gap:  
The FAS Regional Business Application (RBA) consisting of the It-Solutions Shop (ITSS) and Integrated Task Order Management system (ITOMS) are key components of GSA's Regional IT Solutions Program. ITSS/ITOMS are e-Business systems providing a means to transition from a semi-automated process to integrated acquisition management and financial processing and tracking. As such, this application directly supports the core mission of FAS which is to provide high-quality acquisition services to Government agencies. As an integrated e-Commerce workflow solution, the RBA supports FAS Staff, clients, and industry partners in the creation and management of task and delivery order processing. The RBA also automates the financial management process, providing tools to expedite the processing of customer funding documents and vendor invoices and provides electronic reporting to the Pegasys financial system in Fort Worth.
9. Did the Agency's Executive/Investment Committee approve this request? Yes
  - a. If "yes," what was the date of this approval? 7/23/2007
10. Did the Project Manager review this Exhibit? Yes
11. Contact information of Project Manager?  
Name  
Phone Number  
Email
- a. What is the current FAC-P/PM certification level of the project/program manager? TBD
12. Has the agency developed and/or promoted cost effective, energy-efficient and environmentally sustainable techniques or practices for this project? Yes
  - a. Will this investment include electronic assets (including computers)? Yes
  - b. Is this investment for new construction or major retrofit of a Federal building or facility? (answer applicable to non-IT assets only) No
    1. If "yes," is an ESPC or UESC being used to help fund this investment?
    2. If "yes," will this investment meet sustainable design principles?
    3. If "yes," is it designed to be 30% more energy efficient than relevant code?
13. Does this investment directly support one of the PMA initiatives? Yes

If "yes," check all that apply:

Human Capital  
Budget Performance Integration  
Financial Performance  
Expanded E-Government  
Competitive Sourcing

a. Briefly and specifically describe for each selected how this asset directly supports the identified initiative(s)? (e.g. If E-Gov is selected, is it an approved shared service provider or the managing partner?)

The RBA provides FAS users with an automated solution for what was previously a manual process. The RBA gives this community a single, integrated data store that provides business intelligence, automated tracking, order management, and financial functions creating a common channel for communication of crucial agency requirements to FAS and, in turn potential suppliers. As a result improved order delivery times, timely payments, improved customer satisfaction and vendor relations have developed.

14. Does this investment support a program assessed using the Program Assessment Rating Tool (PART)? (For more information about the PART, visit [www.whitehouse.gov/omb/part](http://www.whitehouse.gov/omb/part).)

Yes

a. If "yes," does this investment address a weakness found during a PART review?

No

b. If "yes," what is the name of the PARTed program?

General Services Administration - Regional Information Technology Solutions

c. If "yes," what rating did the PART receive?

Results Not Demonstrated

15. Is this investment for information technology?

Yes

If the answer to Question 15 is "Yes," complete questions 16-23 below. If the answer is "No," do not answer questions 16-23.

For information technology investments only:

16. What is the level of the IT Project? (per CIO Council PM Guidance)

Level 1

17. What project management qualifications does the Project Manager have? (per CIO Council PM Guidance)

(1) Project manager has been validated as qualified for this investment

18. Is this investment or any project(s) within this investment identified as "high risk" on the Q4 - FY 2007 agency high risk report (per OMB Memorandum M-05-23)

No

19. Is this a financial management system?

Yes

a. If "yes," does this investment address a FFMIA compliance area?

No

1. If "yes," which compliance area:

2. If "no," what does it address?

The RBA provides financial management support for the FAS Regional business lines. Customer funds are recorded and tracked. Support for order receipt and acceptance is also provided. For purchase orders awarded through the RBA, necessary financial transactions are prepared and sent electronically to the GSA financial system of record.

b. If "yes," please identify the system name(s) and system acronym(s) as reported in the most recent financial systems inventory update required by Circular A-11 section 52

20. What is the percentage breakout for the total FY2009 funding request for the following? (This should total 100%)

Hardware

Software

Services

Other

21. If this project produces information dissemination products for the public, are these products published to the Internet in conformance with OMB Memorandum 05-04 and included in your agency inventory, schedules and priorities?

N/A

22. Contact information of individual responsible for privacy related questions:

Name

Phone Number

Title

E-mail

23. Are the records produced by this investment appropriately scheduled with the National Archives and Records Administration's approval? No

Question 24 must be answered by all Investments:

24. Does this investment directly support one of the GAO High Risk Areas? No

### Section B: Summary of Spending (All Capital Assets)

1. Provide the total estimated life-cycle cost for this investment by completing the following table. All amounts represent budget authority in millions, and are rounded to three decimal places. Federal personnel costs should be included only in the row designated "Government FTE Cost," and should be excluded from the amounts shown for "Planning," "Full Acquisition," and "Operation/Maintenance." The "TOTAL" estimated annual cost of the investment is the sum of costs for "Planning," "Full Acquisition," and "Operation/Maintenance." For Federal buildings and facilities, life-cycle costs should include long term energy, environmental, decommissioning, and/or restoration costs. The costs associated with the entire life-cycle of the investment should be included in this report.

<b>Table 1: SUMMARY OF SPENDING FOR PROJECT PHASES (REPORTED IN MILLIONS)</b>									
(Estimates for BY+1 and beyond are for planning purposes only and do not represent budget decisions)									
	PY-1 and earlier	PY 2007	CY 2008	BY 2009	BY+1 2010	BY+2 2011	BY+3 2012	BY+4 and beyond	Total
Planning:	0	0	0	0					
Acquisition:	0	4.25	3.85	3.927					
Subtotal Planning & Acquisition:	0	4.25	3.85	3.927					
Operations & Maintenance:	75.662	11.956	6.026	6.147					
TOTAL:	75.662	16.206	9.876	10.074					
<b>Government FTE Costs should not be included in the amounts provided above.</b>									
Government FTE Costs	1.35	0.225	0.338	0.349					
Number of FTE represented by Costs:	0	2	3	3					

Note: For the multi-agency investments, this table should include all funding (both managing partner and partner agencies). Government FTE Costs should not be included as part of the TOTAL represented.

2. Will this project require the agency to hire additional FTE's? No

a. If "yes," How many and in what year?

3. If the summary of spending has changed from the FY2008 President's budget request, briefly explain those changes:

### Section C: Acquisition/Contract Strategy (All Capital Assets)

1. Complete the table for all (including all non-Federal) contracts and/or task orders currently in place or planned for this investment. Total Value should include all option years for each contract. Contracts and/or task orders completed do not need to be included.

Exhibit 300: Regional Business Application (RBA, fka ITOMS and ITSS (Revision 8)

Contracts/Task Orders Table:															* Costs in millions	
Contract or Task Order Number	Type of Contract/ Task Order	Has the contract been awarded (Y/N)	If so what is the date of the award? If not, what is the planned award date?	Start date of Contract/ Task Order	End date of Contract/ Task Order	Total Value of Contract/ Task Order (\$M)	Is this an Interagency Acquisition ? (Y/N)	Is it performance based? (Y/N)	Competitively awarded? (Y/N)	What, if any, alternative financing option is being used? (ESPC, UESC, EUL, N/A)	Is EVM in the contract? (Y/N)	Does the contract include the required security & privacy clauses? (Y/N)	Name of CO	CO Contact information (phone/email)	Contracting Officer Certification Level (Level 1,2,3,N/A)	If N/A, has the agency determined the CO assigned has the competencies and skills necessary to support this acquisition ? (Y/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:

3. Do the contracts ensure Section 508 compliance?

a. Explain why:

4. Is there an acquisition plan which has been approved in accordance with agency requirements?

a. If "yes," what is the date?

b. If "no," will an acquisition plan be developed?

1. If "no," briefly explain why:

### **Section D: Performance Information (All Capital Assets)**

In order to successfully address this area of the exhibit 300, performance goals must be provided for the agency and be linked to the annual performance plan. The investment must discuss the agency's mission and strategic goals, and performance measures (indicators) must be provided. These goals need to map to the gap in the agency's strategic goals and objectives this investment is designed to fill. They are the internal and external performance benefits this investment is expected to deliver to the agency (e.g., improve efficiency by 60 percent, increase citizen participation by 300 percent a year to achieve an overall citizen participation rate of 75 percent by FY 2xxx, etc.). The goals must be clearly measurable investment outcomes, and if applicable, investment outputs. They do not include the completion date of the module, milestones, or investment, or general goals, such as, significant, better, improved that do not have a quantitative or qualitative measure.

Agencies must use the following table to report performance goals and measures for the major investment and use the Federal Enterprise Architecture (FEA) Performance Reference Model (PRM). Map all Measurement Indicators to the corresponding "Measurement Area" and "Measurement Grouping" identified in the PRM. There should be at least one Measurement Indicator for each of the four different Measurement Areas (for each fiscal year). The PRM is available at [www.egov.gov](http://www.egov.gov). The table can be extended to include performance measures for years beyond FY 2009.

<b>Performance Information Table</b>								
<b>Fiscal Year</b>	<b>Strategic Goal(s) Supported</b>	<b>Measurement Area</b>	<b>Measurement Category</b>	<b>Measurement Grouping</b>	<b>Measurement Indicator</b>	<b>Baseline</b>	<b>Target</b>	<b>Actual Results</b>
2007	1.Stewardship:Lead Federal agencies in the economical/efficient management of Federal assets by spearheading effective policy development and by the exemplary mgmt of the buildings/workplaces, motor vehicles, and personal property provide by GSA.	Customer Results	Customer Benefit	Customer Satisfaction	Average Customer Satisfaction Score	4.3/5.0	Increase to 4.5	4.6 as of Q4 FY07
2007	2.Superior Workplaces:Deliver and maintain productive workplaces consisting of office space, furnishings, technology, supplies, and related services.	Mission and Business Results	Supply Chain Management	Goods Acquisition	Incorporated changes to improve organizational reporting and financial reconciliation	5% reduction in manual reporting and reconciliation	8-10% reduction in manual reporting and reconciliation	Approx 10% as of Q4-FY07
2007	3.Best Value:Develop and deliver timely, accurate, and cost-effective acquisition services and business solutions.	Processes and Activities	Productivity and Efficiency	Efficiency	Technical Support Responsiveness average time for Priority 1 Incidents measured as time from incident open to closure	1.2 Days	Decrease to 1.175 days	1.2 Days as of Q4-FY07
2007	4.Innovation:Develop new and better ways of conducting business that result in more productive and	Technology	Effectiveness	IT Contribution to Process, Customer, or Mission	Quality of changes deployed including number of changes that were deployed	7% Error	Decrease to 5%	3% as of Q4-FY07 based on 2 significant and 2 minor releases

Exhibit 300: Regional Business Application (RBA, fka ITOMS and ITSS (Revision 8))

Performance Information Table								
Fiscal Year	Strategic Goal(s) Supported	Measurement Area	Measurement Category	Measurement Grouping	Measurement Indicator	Baseline	Target	Actual Results
	effective Federal policies and administrative operations.				containing errors			
2008	1.Stewardship:Lead Federal agencies in the economical/efficient management of Federal assets by spearheading effective policy development and by the exemplary mgmt of the buildings/ workplaces, motor vehicles, and personal property provide by GSA.	Customer Results	Customer Benefit	Customer Satisfaction	Average Customer Satisfaction Score	4.6/5.0	Increase to 4.7	TBD
2008	2.Superior Workplaces:Deliver and maintain productive workplaces consisting of office space, furnishings, technology, supplies, and related services.	Mission and Business Results	Supply Chain Management	Goods Acquisition	Incorporated changes to improve organizational reporting and financial reconciliation	10% reduction in manual reporting and reconciliation	15% reduction in manual reporting and reconciliation	TBD
2008	3.Best Value:Develop and deliver timely, accurate, and cost-effective acquisition services and business solutions.	Processes and Activities	Productivity and Efficiency	Efficiency	Technical Support Responsiveness average time for Priority 1 incidents measured as time from incident open to closure	1.2 days	Decrease to 1 day	TBD
2008	4.Innovation:Develop new and better ways of conducting business that result in more productive and effective Federal policies and administrative operations.	Technology	Effectiveness	IT Contribution to Process, Customer, or Mission	Quality of changes deployed including number of changes that were deployed containing errors	No greater than 3% error rate on deployed software	No greater than 2% error rate on deployed software	TBD
2009	1.Stewardship:Lead Federal agencies in the economical/efficient management of Federal assets by spearheading effective policy development and by the exemplary mgmt of the buildings/ workplaces, motor vehicles, and personal property provide by GSA.	Customer Results	Customer Benefit	Customer Satisfaction	Average Customer Satisfaction Score	TBD Q4-FY08	TBD Q4-FY08	TBD
2009	2.Superior Workplaces:Deliver and maintain productive workplaces consisting of office space, furnishings, technology, supplies, and related services.	Mission and Business Results	Supply Chain Management	Goods Acquisition	Incorporated changes to improve organizational reporting and financial reconciliation	TBD Q4-FY08	TBD Q4-FY08	TBD
2009	3.Best Value:Develop and deliver timely, accurate,	Processes and Activities	Productivity and Efficiency	Efficiency	Technical Support Responsiveness average time for	TBD Q4-FY08	TBD Q4-FY08	TBD

Performance Information Table								
Fiscal Year	Strategic Goal(s) Supported	Measurement Area	Measurement Category	Measurement Grouping	Measurement Indicator	Baseline	Target	Actual Results
	and cost-effective acquisition services and business solutions.				Priority 1 incidents measured as time from incident open to closure			
2009	4. Innovation: Develop new and better ways of conducting business that result in more productive and effective Federal policies and administrative operations.	Technology	Effectiveness	IT Contribution to Process, Customer, or Mission	Quality of changes deployed including number of changes that were deployed containing errors	TBD Q4-FY08	TBD Q4-FY08	TBD

### Section E: Security and Privacy (IT Capital Assets only)

In order to successfully address this area of the business case, each question below must be answered at the system/application level, not at a program or agency level. Systems supporting this investment on the planning and operational systems security tables should match the systems on the privacy table below. Systems on the Operational Security Table must be included on your agency FISMA system inventory and should be easily referenced in the inventory (i.e., should use the same name or identifier).

For existing Mixed-Life Cycle investments where enhancement, development, and/or modernization is planned, include the investment in both the "Systems in Planning" table (Table 3) and the "Operational Systems" table (Table 4). Systems which are already operational, but have enhancement, development, and/or modernization activity, should be included in both Table 3 and Table 4. Table 3 should reflect the planned date for the system changes to be complete and operational, and the planned date for the associated C&A update. Table 4 should reflect the current status of the requirements listed. In this context, information contained within Table 3 should characterize what updates to testing and documentation will occur before implementing the enhancements; and Table 4 should characterize the current state of the materials associated with the existing system.

All systems listed in the two security tables should be identified in the privacy table. The list of systems in the "Name of System" column of the privacy table (Table 8) should match the systems listed in columns titled "Name of System" in the security tables (Tables 3 and 4). For the Privacy table, it is possible that there may not be a one-to-one ratio between the list of systems and the related privacy documents. For example, one PIA could cover multiple systems. If this is the case, a working link to the PIA may be listed in column (d) of the privacy table more than once (for each system covered by the PIA).

The questions asking whether there is a PIA which covers the system and whether a SORN is required for the system are discrete from the narrative fields. The narrative column provides an opportunity for free text explanation why a working link is not provided. For example, a SORN may be required for the system, but the system is not yet operational. In this circumstance, answer "yes" for column (e) and in the narrative in column (f), explain that because the system is not operational the SORN is not yet required to be published.

Please respond to the questions below and verify the system owner took the following actions:

1. Have the IT security costs for the system(s) been identified Yes  
and integrated into the overall costs of the investment:

a. If "yes," provide the "Percentage IT Security" for the budget year:

2. Is identifying and assessing security and privacy risks a part Yes  
of the overall risk management effort for each system supporting or part of this investment.

3. Systems in Planning and Undergoing Enhancement(s), Development, and/or Modernization - Security Table(s):			
Name of System	Agency/ or Contractor Operated System?	Planned Operational Date	Date of Planned C&A update (for existing mixed life cycle systems) or Planned Completion Date (for new systems)

4. Operational Systems - Security Table:							
Name of System	Agency/ or Contractor Operated System?	NIST FIPS 199 Risk Impact level (High, Moderate, Low)	Has C&A been Completed, using NIST 800-37? (Y/N)	Date Completed: C&A	What standards were used for the Security Controls tests? (FIPS 200/NIST 800-53, NIST 800-26, Other, N/A)	Date Complete(d): Security Control Testing	Date the contingency plan tested

4. Operational Systems - Security Table:							
Name of System	Agency/ or Contractor Operated System?	NIST FIPS 199 Risk Impact level (High, Moderate, Low)	Has C&A been Completed, using NIST 800-37? (Y/N)	Date Completed: C&A	What standards were used for the Security Controls tests? (FIPS 200/NIST 800-53, NIST 800-26, Other, N/A)	Date Complete(d): Security Control Testing	Date the contingency plan tested

5. Have any weaknesses, not yet remediated, related to any of the systems part of or supporting this investment been identified by the agency or IG?

a. If "yes," have those weaknesses been incorporated into the agency's plan of action and milestone process?

6. Indicate whether an increase in IT security funding is requested to remediate IT security weaknesses?

a. If "yes," specify the amount, provide a general description of the weakness, and explain how the funding request will remediate the weakness.

7. How are contractor security procedures monitored, verified, and validated by the agency for the contractor systems above?

8. Planning & Operational Systems - Privacy Table:					
(a) Name of System	(b) Is this a new system? (Y/N)	(c) Is there at least one Privacy Impact Assessment (PIA) which covers this system? (Y/N)	(d) Internet Link or Explanation	(e) Is a System of Records Notice (SORN) required for this system? (Y/N)	(f) Internet Link or Explanation
Regional Business Application (RBA, formerly known as ITSS & ITOMS)	No	No	A PIA is not required at this time because the system doesn't collect personally identifiable information on the public.	No	No because the system is not a Privacy Act System of Records.
<b>Details for Text Options:</b> Column (d): If yes to (c), provide the link(s) to the publicly posted PIA(s) with which this system is associated. If no to (c), provide an explanation why the PIA has not been publicly posted or why the PIA has not been conducted.  Column (f): If yes to (e), provide the link(s) to where the current and up to date SORN(s) is published in the federal register. If no to (e), provide an explanation why the SORN has not been published or why there isn't a current and up to date SORN.  Note: Working links must be provided to specific documents not general privacy websites. Non-working links will be considered as a blank field.					

## Section F: Enterprise Architecture (EA) (IT Capital Assets only)

In order to successfully address this area of the capital asset plan and business case, the investment must be included in the agency's EA and Capital Planning and Investment Control (CPIC) process and mapped to and supporting the FEA. The business case must demonstrate the relationship between the investment and the business, performance, data, services, application, and technology layers of the agency's EA.

1. Is this investment included in your agency's target enterprise architecture? Yes

a. If "no," please explain why?

2. Is this investment included in the agency's EA Transition Strategy? No

a. If "yes," provide the investment name as identified in the Transition Strategy provided in the agency's most recent annual EA Assessment. Regional Business Application (RBA, formerly known as ITOMS & ITSS)

b. If "no," please explain why?

A GSA Transition Strategy is under development that will incorporate segment transition/sequence plans. The appropriate mission area segments transition strategies/sequence plan will include this investment. As indicated in submission of the OMB FY05 EA Assessment, the strategic approach embodied in One GSA EA is to focus on defined Business Function/Line of Business. Of the approximately 11 defined One GSA EA business functions, GSA management selected the Financial Management area as the initial focus. Investments in the Financial Management area are incorporated into the developing architecture. As other business functions/ LoBs are prioritized for detailed One GSA EA work, associated investments will be included. As part of the One GSA program, the development of a comprehensive GSA-wide EA transition Strategy and Sequence Plan will be developed.



This investment will be included in the Feb 2008 update of the One GSA EA Transition Strategy and Sequence Plan.

3. Is this investment identified in a completed (contains a target architecture) and approved segment architecture? No

a. If "yes," provide the name of the segment architecture as provided in the agency's most recent annual EA Assessment.

<b>4. Service Component Reference Model (SRM) Table:</b> Identify the service components funded by this major IT investment (e.g., knowledge management, content management, customer relationship management, etc.). Provide this information in the format of the following table. For detailed guidance regarding components, please refer to <a href="http://www.egov.gov">http://www.egov.gov</a> .								
Agency Component Name	Agency Component Description	FEA SRM Service Domain	FEA SRM Service Type	FEA SRM Component (a)	Service Component Reused Name (b)	Service Component Reused UPI (b)	Internal or External Reuse? (c)	BY Funding Percentage (d)
Asset Transfer, Allocation, and Maintenance	Defines the set of capabilities that support the movement, assignment, and replacement of assets.	Back Office Services	Asset / Materials Management	Asset Transfer, Allocation, and Maintenance			No Reuse	25
Billing and Accounting	Defines the set of capabilities that support the charging, collection and reporting of an organization's accounts.	Back Office Services	Financial Management	Billing and Accounting			No Reuse	25
Supply Chain Management	Defines the set of capabilities that support the supply of goods or services as well as the tracking and analysis of costs for these goods.	Business Management Services	Supply Chain Management	Sourcing Management			No Reuse	25
Scheduling	Defines the set of capabilities that support the plan for performing work or services to meet the needs of an organization's customers.	Customer Services	Customer Initiated Assistance	Scheduling			No Reuse	25

a. Use existing SRM Components or identify as "NEW". A "NEW" component is one not already identified as a service component in the FEA SRM.

b. A reused component is one being funded by another investment, but being used by this investment. Rather than answer yes or no, identify the reused service component funded by the other investment and identify the other investment using the Unique Project Identifier (UPI) code from the OMB Ex 300 or Ex 53 submission.

c. 'Internal' reuse is within an agency. For example, one agency within a department is reusing a service component provided by another agency within the same department. 'External' reuse is one agency within a department reusing a service component provided by another agency in another department. A good example of this is an E-Gov initiative service being reused by multiple organizations across the federal government.

d. Please provide the percentage of the BY requested funding amount used for each service component listed in the table. If external, provide the percentage of the BY requested funding amount transferred to another agency to pay for the service. The percentages in the column can, but are not required to, add up to 100%.

<b>5. Technical Reference Model (TRM) Table:</b> To demonstrate how this major IT investment aligns with the FEA Technical Reference Model (TRM), please list the Service Areas, Categories, Standards, and Service Specifications supporting this IT investment.				
FEA SRM Component (a)	FEA TRM Service Area	FEA TRM Service Category	FEA TRM Service Standard	Service Specification (b) (i.e., vendor and product name)
Billing and Accounting	Component Framework	Data Management	Reporting and Analysis	Oracle Discoverer Plus, Business Objects Enterprise 6, Crystal Reports
Scheduling	Service Access and Delivery	Access Channels	Web Browser	Internet Explorer, Microsoft Corporation
Asset Transfer, Allocation, and Maintenance	Service Platform and Infrastructure	Database / Storage	Database	Oracle 9i, Oracle Corporation
Sourcing Management	Service Platform and Infrastructure	Database / Storage	Database	Oracle 9i, Oracle Corporation

a. Service Components identified in the previous question should be entered in this column. Please enter multiple rows for

FEA SRM Components supported by multiple TRM Service Specifications

b. In the Service Specification field, agencies should provide information on the specified technical standard or vendor product mapped to the FEA TRM Service Standard, including model or version numbers, as appropriate.

6. Will the application leverage existing components and/or applications across the Government (i.e., FirstGov, Pay.Gov, etc)? Yes

a. If "yes," please describe.

**Exhibit 300: Part II: Planning, Acquisition and Performance Information****Section A: Alternatives Analysis (All Capital Assets)**

Part II should be completed only for investments identified as "Planning" or "Full Acquisition," or "Mixed Life-Cycle" investments in response to Question 6 in Part I, Section A above.

In selecting the best capital asset, you should identify and consider at least three viable alternatives, in addition to the current baseline, i.e., the status quo. Use OMB Circular A-94 for all investments and the Clinger Cohen Act of 1996 for IT investments to determine the criteria you should use in your Benefit/Cost Analysis.

1. Did you conduct an alternatives analysis for this project? Yes
  - a. If "yes," provide the date the analysis was completed? 3/1/2007
  - b. If "no," what is the anticipated date this analysis will be completed?
  - c. If no analysis is planned, please briefly explain why:

2. Alternative Analysis Results:				* Costs in millions
Use the results of your alternatives analysis to complete the following table:				
Alternative Analyzed	Description of Alternative	Risk Adjusted Lifecycle Costs estimate	Risk Adjusted Lifecycle Benefits estimate	

3. Which alternative was selected by the Agency's Executive/Investment Committee and why was it chosen?

4. What specific qualitative benefits will be realized?

5. Will the selected alternative replace a legacy system in-part or in-whole?

- a. If "yes," are the migration costs associated with the migration to the selected alternative included in this investment, the legacy investment, or in a separate migration investment.
- b. If "yes," please provide the following information:

List of Legacy Investment or Systems		
Name of the Legacy Investment of Systems	UPI if available	Date of the System Retirement

**Section B: Risk Management (All Capital Assets)**

You should have performed a risk assessment during the early planning and initial concept phase of this investment's life-cycle, developed a risk-adjusted life-cycle cost estimate and a plan to eliminate, mitigate or manage risk, and be actively managing risk throughout the investment's life-cycle.

1. Does the investment have a Risk Management Plan? Yes
  - a. If "yes," what is the date of the plan? 1/11/2007
  - b. Has the Risk Management Plan been significantly changed since last year's submission to OMB? Yes
  - c. If "yes," describe any significant changes:

2. If there currently is no plan, will a plan be developed?
  - a. If "yes," what is the planned completion date?
  - b. If "no," what is the strategy for managing the risks?

3. Briefly describe how investment risks are reflected in the life cycle cost estimate and investment schedule:

**Section C: Cost and Schedule Performance (All Capital Assets)**

EVM is required only on DME portions of investments. For mixed lifecycle investments, O&M milestones should still be included

Exhibit 300: Regional Business Application (RBA, fka ITOMS and ITSS (Revision 8)

in the table (Comparison of Initial Baseline and Current Approved Baseline). This table should accurately reflect the milestones in the initial baseline, as well as milestones in the current baseline.

1. Does the earned value management system meet the criteria in ANSI/EIA Standard-748? Yes

2. Is the CV% or SV% greater than +/- 10%? (CV%= CV/EV x 100; SV%= SV/PV x 100) Yes

a. If "yes," was it the CV or SV or both? CV

b. If "yes," explain the causes of the variance:

c. If "yes," describe the corrective actions:

3. Has the investment re-baselined during the past fiscal year? No

a. If "yes," when was it approved by the agency head?

Exhibit 300: Regional Business Application (RBA, fka ITOMS and ITSS (Revision 8)

4. Comparison of Initial Baseline and Current Approved Baseline

Complete the following table to compare actual performance against the current performance baseline and to the initial performance baseline. In the Current Baseline section, for all milestones listed, you should provide both the baseline and actual completion dates (e.g., "03/23/2003"/ "04/28/2004") and the baseline and actual total costs (in \$ Millions). In the event that a milestone is not found in both the initial and current baseline, leave the associated cells blank. Note that the 'Description of Milestone' and 'Percent Complete' fields are required. Indicate '0' for any milestone no longer active.

Milestone Number	Description of Milestone	Initial Baseline		Current Baseline				Current Baseline Variance		Percent Complete
		Planned Completion Date (mm/dd/yyyy)	Total Cost (\$M) Estimated	Completion Date (mm/dd/yyyy)		Total Cost (\$M)		Schedule (# days)	Cost (\$M)	
				Planned	Actual	Planned	Actual			