



Preserving America's Heritage

Strategic Sustainability Performance Plan

2012

Under Executive Order 13514,
*Federal Leadership in Environmental,
Energy, and Economic Performance*

Advisory Council on Historic Preservation

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Strategic Sustainability Performance Plan, 2012

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Advisory Council on Historic Preservation

2012 Sustainability Plan

OVERVIEW AND EXECUTIVE SUMMARY

Executive Summary

The Advisory Council on Historic Preservation (ACHP) is fully committed to compliance with federal environmental and energy statutes, regulations, and Executive Orders in its daily operations. An independent agency established by the National Historic Preservation Act of 1966, the mission of the ACHP is to promote the preservation, enhancement, and sustainable use of our nation's historic resources, and to advise the President and Congress on national historic preservation policy. Consistent with its mission, the ACHP will promote the preservation of historic properties as a sustainability strategy and will assist federal agencies in complying with federal historic preservation laws, regulations, and policies as they work toward achieving their sustainability goals.

The ACHP is one of three tenants in a federally owned, GSA-managed building, has only 36 full-time equivalent employees, and has no fleet of vehicles at its disposal. Therefore, the ACHP has very limited opportunities to address sustainability targets and goals in carrying out its daily operations. Nevertheless, ACHP management and staff will seek creative ways to achieve sustainability targets in such areas as green purchasing, reduction in travel, use of public transit, flexible work schedules, and telework, as well as in supporting GSA's efforts in the building. In addition, because of its unique mission and structure, the ACHP can play a role in helping other federal agencies enhance their sustainability efforts. Toward those ends, the ACHP created a Task Force on Sustainability and Historic Preservation in 2010 which has been addressing issues of energy efficiency and sustainable community development through interagency collaboration, guidance, and information sharing.

I. Policy Statement

The ACHP is fully committed to compliance with federal environmental and energy statutes, regulations, and Executive Orders in its daily operations. The ACHP will take steps to reduce its consumption of non-renewable energy and reduce greenhouse gas emissions resulting from its annual operations. ACHP leadership, management, and staff will seek creative ways to achieve sustainability targets in such areas as green purchasing, reductions in travel, use of public transit, flexible work schedules, and telework.

Consistent with its mission, the ACHP will promote the preservation of historic properties as a sustainability strategy and will assist federal agencies in complying with federal historic preservation laws, regulations, and policies as they work toward achieving their sustainability goals. Toward those ends, the ACHP created a Task Force on Sustainability and Historic Preservation in 2010 which has been addressing issues of energy efficiency and sustainable community development.

II. Sustainability and the Agency Mission

The mission of the ACHP is to promote the preservation, enhancement, and sustainable use of our nation's historic resources, and to advise the President and Congress on national historic preservation policy. Established in 1966 by the National Historic Preservation Act (16 U.S.C. 470 et seq.), the ACHP serves as the primary federal policy advisor to the President and Congress on historic preservation; recommends administrative and legislative improvements for protecting our nation's heritage; advocates full consideration of historic values in federal decision making; reviews federal programs and policies to promote effectiveness, coordination, and consistency with national preservation policies; and encourages public interest and participation in historic preservation.

The ACHP is one of three tenants in a federally owned, GSA-managed building, has only 36 full-time equivalent employees, and has no fleet of vehicles at its disposal. Therefore, the ACHP has very limited opportunities to address sustainability targets and goals in carrying out its daily operations. Nevertheless, ACHP management and staff will seek creative ways to achieve sustainability targets in such areas as green purchasing, reduction in travel, use of public transit, flexible work schedules, and telework, as well as in supporting GSA's efforts in the building. In addition, because of its unique mission and structure, the ACHP can play a role in helping other federal agencies enhance their sustainability efforts. As an independent agency, the ACHP brings together a 23-member body of federal agency heads, representatives of state and local governments, historic preservation leaders and experts, a member of an Indian tribe or Native Hawaiian organization, and private citizens to shape national policies and programs dealing with historic preservation. The diverse membership seeks sensible, cost-effective ways to mesh preservation goals with other public needs, including the promotion of sustainable practices.

Preservation of historic properties plays an important role in sustainable design and development, and the ACHP can assist agencies in recognizing and tapping this potential. The ACHP created a Task Force on Sustainability and Historic Preservation in 2010 that is addressing issues of energy efficiency and community livability. In addition to the ACHP, Federal agency participants on the task force include the Departments of Defense, Energy, Housing and Urban Development, Interior, Transportation, and Veterans Affairs, as well as the Environmental Protection Agency and the General Services Administration. The Architect of the Capitol is also a member. The task force has advocated directly with ACHP member agencies to promote key issues and outcomes, and has also served as a facilitator to assist non-federal parties in coordinating with federal agencies. The task force has provided a vehicle for developing guidance to assist agencies in fully integrating historic preservation into their policies and programs for sustainability. It has also offered comments to the U.S. Green Building Council on modifying the Leadership in Energy and Environmental Design (LEED) rating systems to better accommodate historic preservation goals.

While the ACHP does not manage a building portfolio, the agency has been uniquely positioned to develop guidance to assist property-managing agencies. The ACHP Task Force on Sustainability and Historic Preservation oversaw development of such guidance, using existing staff and financial resources, which was issued in May 2011 and has been disseminated on the ACHP's website as well as electronically to federal property-managing agencies.

Similarly, as part of a guidance development process being coordinated by CEQ, the ACHP provided comments to the Department of Transportation (DOT) as that agency revised the recommendations on sustainable locations for federal facilities that it developed under Section

10 of the Executive Order. The ACHP focused on how guidance should address the goals and requirements of national historic preservation law and policy, which explicitly speaks to location of federal facilities in Executive Order 13006: "Locating Federal Facilities On Historic Properties In Our Nation's Central Cities," and the Public Buildings Cooperative Use Act (Public Law 94-541). The ACHP Task Force on Sustainability and Historic Preservation has been overseeing coordination with CEQ and DOT, using existing staff and financial resources.

In addition to other ongoing actions, the ACHP will explore other avenues for promoting historic preservation as a sustainability tool and assisting agencies in addressing preservation of historic properties as they work to meet their goals under Executive Order 13514. Anticipated activities include the following:

In accordance with Executive Order 13287, each federal agency must designate a senior policy level official to have policy oversight responsibility for the agency's historic preservation program. That official, or a subordinate employee reporting directly to the official, then serves as the agency's Federal Preservation Officer, a position each agency must maintain in accordance with the National Historic Preservation Act. Our continuing communication with these officials provides an avenue to discuss sustainability and its relationship to historic preservation. In addition, Executive Order 13287 also requires that agencies with real property management responsibilities report every three years on progress in the identification, protection, and use of historic properties in federal ownership and make this report available to the ACHP and the Secretary of the Interior. The ACHP then incorporates the received data into a report on the state of the federal government's historic properties and their contribution to local economic development that is submitted to the President. The last report, submitted to the President in February 2012, contained some information on sustainability. A case study in the report featured the National Park Service's issuance of its 2011 "Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings," its new revised Preservation Brief on "Improving Energy Efficiency in Historic Buildings," and its updated webpage on Sustainability and Energy Efficiency. Several other agency projects with sustainable design or renewable energy features were also mentioned in the report.

The next reporting deadline for agencies is September 30, 2014. The ACHP will continue to revise or supplement its existing advisory reporting guidelines to ask agencies for additional information on how they are pursuing sustainability goals in their management of historic properties. The ACHP's Office of Federal Agency Programs will oversee guidance development, using existing staff and financial resources.

III. Greenhouse Gas Reduction Goals

As a tenant in a federally owned, GSA-managed building, the ACHP is unable to identify GHG scope 1, 2, and 3 emissions. Our capacity to affect greenhouse gas emissions generated by utility consumption is limited to supporting building management efforts, but we will pursue cooperation with these efforts down to the individual employee level. We will continue to work with GSA to raise the consciousness of each employee regarding their ability to contribute to the goals of this effort.

As for emissions associated with travel and commuting, the ACHP limits its business travel to that required to support our statutory mission. This travel includes quarterly meeting travel for its presidentially-appointed members, limited staff travel to support these meetings, and travel to

meet our other statutory obligations under the National Historic Preservation Act. It has not been possible to generate consistent and reliable figures on annual employee business travel through either GovTrip or our administrative support agreement with the Department of the Interior. However, the ACHP will continue to closely monitor requests for travel authorizations to ensure only mission-critical travel is undertaken and that alternatives to travel are implemented whenever doing so will not undermine the agency's mission. For FY 2013, the ACHP will also be subject to OMB mandated government-wide travel reductions.

Virtually all current employees (with three exceptions) use mass transportation for their daily commuting. This means that fully 93% of ACHP employees participate in the federal transit benefits program, as well as having access to nearby bicycle commuter facilities managed by EPA.

IV. Summary of Accomplishments:

As a small agency tenanted with other agencies in a GSA-owned and operated building, the ACHP does not have the ability to respond to most of the quantitative targets identified below. However, the ACHP has pursued all other aspects of this order within the scope of its authority.

The ACHP fully supports the GSA building management's efforts to ensure the Old Post Office (OPO) building is operated on an environmentally sound basis. We participate in monthly meetings with GSA and other building tenants during which ideas for improving building operations are vetted and presented to GSA for adoption

For instance, all potable water sources in the building utilize water-saving devices. The goal of water conservation is also supported by the prompt reporting of any plumbing problems to GSA. The building's hallway lighting was converted from an incandescent to a fluorescent system with very little loss of illumination.

All tenants in the OPO participate in a recycling program which accepts all types of paper, plastics, and cans. This program is robust, and the proceeds are used to support tenant participation in Small Agency Council activities.

The ACHP is well-integrated with our local and regional planning infrastructure. The ACHP is currently housed in a historic building in the central business district, although this is subject to possible change when the ACHP is relocated by spring 2014 to allow for redevelopment of the OPO by GSA and a private tenant partner. However, fully 93% of ACHP employees are currently enrolled in the federal transit benefit program. This strong rate of participation is the result of being located across the street from a subway system stop, and on multiple city bus routes. A number of employees walk or cycle to work daily.

The ACHP currently promotes electronic stewardship by purchasing qualifying Energy Star products, donating used computers to qualifying organizations, and disposing of equipment using environmentally sound practices. We will continue to pursue best practices in implementing an environmentally sound electronics life-cycle management program.

Despite repeated requests, the ACHP has been unable to secure aggregate information on its business travel from GSA or from the Department of the Interior (the agency that provides certain administrative support services to the ACHP, including e-gov travel services). During FY 2013, the ACHP will attempt to review its internal files and compile estimated data on business

travel for FY 2012. Using this as a baseline, the ACHP will develop specific targets for reducing GHG production because of employee business travel. That effort will be facilitated by OMB-mandated government-wide reductions in travel as well as our expected appropriations reductions.

For travel by employees while commuting, the ACHP will continue to monitor employee access to the federal transit benefit program and will encourage any individual employees not enrolled to do so. We expect that this effort will continue to be affected by any cutbacks in coverage through the federal transit benefit program.

The ACHP has reduced in-house printing paper use by using default settings on distributed printers and copiers to double-sided printing, and centralizing most printing operations while eliminating or limiting individual desktop printing. The ACHP has also increased the use of uncoated printing and writing paper containing at least 30% post-consumer fiber when purchasing paper for in-house use as well as specifying this for printing done commercially.

The ACHP identified a baseline figure for FY 2009 of 63 cases of plain copy paper. Most, but not all, existing printers in-house are capable of two-sided printing; those that are not will be replaced when necessitated by repair history. The ACHP will continue to monitor paper usage to determine if the rate has declined with the advent of two-sided printing. For printing done commercially through the Government Printing Office's SPA program, the ACHP is specifying that the paper used must be uncoated and contain at least 30% post-consumer fiber.

The ACHP's purchase of office supplies and similar material is very limited. For example, the total for FY 2011 was \$11,8590 and the estimated total for FY 2012 \$10,000, with a significant portion of those expenditures being on office paper. Within this admittedly modest budget, the ACHP will seek opportunities to procure recycled, green, and environmentally sustainable products whenever feasible.

The ACHP is moving to cloud computing and server virtualization to improve electronic stewardship of overall IT and data center resources. The ACHP will continue its current practice of disposal of excess or surplus electronic products through environmentally sound methods. The ACHP will achieve these goals through the use of improved software tools, staff technical training, and purchase of energy efficient hardware. Virtualization will reduce the number of servers required to perform existing tasks thus lowering power requirements. A side benefit is the reduction of heat output which further lowers energy consumption.

The ACHP expects to reduce the number of servers by 15% over the next two years. This is based upon current technology and business needs and does not consider growth in new applications. Where increased needs result in increased equipment demands, the ACHP will employ virtualization and where appropriate, cloud computing.

Sustainable acquisition offers a significant opportunity for the ACHP's participation in supporting Executive Order 13514. Although virtually all of the ACHP's product acquisition is accomplished through small purchasing and generally is limited to purchasing office supplies, the ACHP intends to procure recycled, green, and environmentally sustainable products whenever practicable.

V. Plan Implementation and Dissemination

The Director of the Office of Preservation Initiatives will manage the development, implementation, and update of the SSPP, with the assistance of the Director of Administration and other agency staff. Staff coordination and communication requirements are minimal and will be addressed through face-to-face meetings, agency-wide broadcast e-mail, or management memoranda. Integration with annual budget formulation is not required, as implementation will not require additional funding. Achievement of identified goals will be measured through sustainability characteristics of applicable acquisitions. If determined feasible, this will be supplemented with annual review of official travel.

Leadership in coordinating with other federal agencies to promote integration of historic preservation in their agency sustainability initiatives comes from the ACHP Chairman, the Executive Director, and the ACHP Task Force on Sustainability and Historic Preservation.

The ACHP will make this SSPP update available through its website and distribute it to staff and council members. Periodic updates will provide stakeholders with additional information about how the ACHP will provide information to the public.

Planned Actions, July-December 2012

- Closely monitor requests for travel authorizations to ensure only mission-critical travel is undertaken and that alternatives to travel are implemented whenever doing so will not undermine the agency's mission.
- Develop baseline data for FY 2012 on business travel.
- Continue to monitor employee access to transit benefit program and encourage individual employees not enrolled to do so.
- Implement staff coordination and communication to emphasize agency-wide teamwork to address GHG goals.
- Continue to make available guidance to assist property-managing agencies in adopting best practices and technology in rehabilitation of historic federal properties.
- Monitor paper usage to determine if the rate has declined with the advent of two-sided printing.
- When contracting through GPO for commercial printing, specify that the paper used must be uncoated and contain at least 30% post-consumer fiber.
- Seek a 20% rate of purchase for "green" products within each individual purchase requirement.
- Seek opportunities to reduce the number of servers.

Planned Actions, January-June 2013

- Continue to monitor requests for travel authorizations to ensure only mission-critical travel is undertaken and that alternatives to travel are implemented whenever doing so will not undermine the agency's mission.
- Continue to monitor employee access to transit benefit program and encourage individual employees not enrolled to do so.
- Monitor paper usage to determine if the rate has declined with the advent of two-sided printing.
- When contracting through GPO for commercial printing, specify that the paper used must be uncoated and contain at least 30% post-consumer fiber.

- Seek a 20% rate of purchase for “green” products within each individual purchase requirement.
- Seek opportunities to reduce the number of servers.

**ACHP Climate Change Adaptation Policy Statement
June 2011**

As the principal advisor to the President and Congress on historic preservation policy, the Advisory Council on Historic Preservation is committed to facilitating the development and implementation of measures that will address the effects of climate change on historic properties. The ACHP will work with federal agencies to account for the potential effects of climate change on historic properties under their control or influence. It will work with federal and non-federal partners to develop innovative strategies for avoiding, minimizing, and mitigating the effects to these historic properties, and raise public awareness of these issues. The ACHP will adopt the Interagency Climate Change Adaptation Task Force's guiding principles and framework for adaptation planning. The ACHP's Offices of Federal Programs, Native American Affairs, and Preservation Initiatives will take the lead on promoting these policies, identifying and collaborating with federal and non-federal partners, and highlighting case studies and effective approaches to resolving the effects of climate change on historic properties.

Responses to Guiding Questions for Agency Adaptation Planning

How is climate change likely to affect the ability of your agency to achieve its mission and strategic goals?

The ACHP is a small federal agency with 36 full time equivalent employees and currently occupies a portion of a federally-owned building in Washington, DC. The ACHP has recently taken steps to reduce greenhouse gas emissions and promote energy savings by implementing efficiencies in the work place, promoting the use of public transit for employees, and establishing a teleworking policy that further limits greenhouse gases associated with commuting to and from work.

The nature of the ACHP's work is primarily in policy development, advising Congress and the President on preservation matters, and working with federal, state, tribal, and local governments and other stakeholders to ensure that consideration is given to historic properties in federal planning. These activities are carried out primarily in Washington, DC and other office environments throughout the country. It is not anticipated that climate change will have a direct or immediate effect on the agency's ability to carry out these functions. However, the ACHP will work with federal agencies to develop policies that account for the effects of climate change on historic properties and advise those federal agencies on appropriate steps to resolve these effects.

How can your agency coordinate and collaborate with other agencies to better manage the effects of climate change?

The ACHP works with a broad variety of federal agencies, state, tribal, and local governments, and communities to promote historic preservation goals and address the effects of federal actions on historic properties. The ACHP's Offices of Federal Agency Programs and Native American Affairs coordinate with a variety of federal and non-federal partners to promote policies and practices that may serve to limit or reduce the effects of climate change on historic properties and to resolve those effects that cannot be avoided. The Office of Preservation Initiatives is also well suited to working with federal agencies on the development of policies and programs that support the protection and appreciation of historic properties, including heritage tourism associated with historic properties potentially affected by climate change.

The ACHP has entered into partnerships with the Bureau of Land Management, Department of the Army, General Services Administration, Veterans Administration, Federal Emergency Management Agency, Department of Agriculture, Federal Highway Administration, and the Department of Energy to assist these agencies directly in developing strategies for promoting the development of policies and procedures for managing historic properties under their ownership or that may be affected by their actions. Partnerships like these will allow the ACHP to work directly on the development of procedures with agencies for dealing with the effects of climate change on historic properties.