

National Archives and Records Administration



2016 Strategic Sustainability Performance Plan

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Agency Policy Statement

The National Archives and Records Administration (NARA) is committed to meeting statutes, regulations, and Executive Orders (EOs) pertaining to the environment, energy, and sustainability. NARA has exceeded those requirements to date, and continues to improve, as evidenced by receiving FEMP awards for Leadership in Federal Energy Management (2008) for outstanding achievement in building energy efficiency and renewable energy development and deployment (2010), and a Program award in 2015. NARA surpassed agency goals for water conservation and established green building requirements for all new construction projects. NARA's first new building constructed under the requirements (W. J. Clinton Presidential Library) is certified LEED Platinum under the U.S. Green Building Council's rating system. Subsequently, the George W. Bush Presidential Library (dedicated on April 25, 2013), also is certified LEED Platinum. In 2015, Archives II in College Park, Maryland was certified LEED Gold.

Last year, NARA reduced its energy intensity **37.0%**, compared to the FY2003 baseline. NARA continues to improve energy intensity year over year, and is a leader among federal agencies. We have also implemented highly innovative measures to reduce our carbon footprint. For example, we installed an in-vessel composting system at the College Park facility. We collect and compost our cafeteria food waste, paper towels from restrooms, yard waste, and other waste, turning them into a usable product. We use some of the compost on our community garden plots. The compost system has reduced solid waste generated by 50% and eliminates over half of the tipping fees and trips to the landfill, thus reducing Scope 3 greenhouse gases. We also installed additional solar/PV and Combined Heat and Power (CHP) systems that produce electricity on-site, eliminate transmission losses, and use the heat from power generation to preheat feed water to the boiler. Building on our successes, this year's Strategic Sustainability Performance Plan (SSPP) outlines an expanded set of sustainability goals. NARA is redoubling its efforts on GHG reduction, renewable energy production, and water conservation. In addition, the agency has expanded the scope of its sustainability goals to include: regional and local climate adaptation planning, and more emphasis on pollution prevention, waste reduction, sustainable acquisition, and electronic stewardship.

To help meet our new goals, NARA is undertaking the following measures for FY2016:

- Continue to improve energy conservation at all facilities, based on lessons learned.
- Expand on-site energy generation via renewable energy and other sources.
- Improve internal energy audit procedures to address sustainability goals and climate change.
- Complete the Capital Solar Challenge project at Archives I, Washington DC.

These measures demonstrate sustained commitment by NARA, and reflect the dedication of significant staff time. These investments will help NARA meet the intent of Executive Order 13693, save taxpayer dollars, and improve our carbon footprint, thus further strengthening NARA's reputation as a sustainability leader. This plan helps maintain dialogue on how NARA can become more sustainable, and further raise the bar on energy, water, and GHG reductions. We look forward to input and feedback on NARA's Sustainability Plan.



Mark D. Sprouse
Agency Chief Sustainability Officer

Executive Summary

National Archives and Records Administration 2016 Strategic Sustainability Performance Plan Executive Summary

The National Archives and Records Administration (NARA) serves American democracy by safeguarding and preserving Government records, to ensure that citizens may continue to discover, use, and learn from this documentary heritage. We provide continuing access to essential documentation of the rights of Americans and the actions of our Government. By ensuring the maintenance and preservation of these documents and artifacts, we support democracy, promote civic education, and facilitate historical understanding of our national experience.

NARA owned and operated seventeen separate facilities in 2015, all dedicated to the preservation, storage, display, and use of historical documents and artifacts. In April 2013, an additional Presidential Library, George W. Bush, was dedicated and opened to the public. NARA's documents and artifacts must be maintained in a controlled environment (temperature, humidity and air quality) 24 hours per day, 365 days per year. Due to the stringent requirements for storage and display (found in 36CFR, Chapter XII, Part 1234), all NARA-owned facilities should be excluded from the energy reduction requirements of the National Energy Conservation Policy Act (NECPA), as amended by the Energy Policy Act of 2005. Conventional performance measures are rendered meaningless by the overwhelming proportion of process-dedicated energy required for NARA's "stack" space, which represents the largest percentage of the agency's gross square footage. Despite the exempt status of these facilities, NARA has continued to:

- Complete and file all necessary annual energy management reports.
- Comply with all energy efficiency requirements.
- Aggressively pursue energy and water conservation projects.

Vision:

NARA has consistently demonstrated long-range thinking and implementation for energy, water, and GHG reduction. The agency has realized year after year, significant reduction in energy and greenhouse gas emissions. NARA was one of four Government agencies to win a FY2008 Presidential Award for Leadership in Federal Energy Management. In 2010, NARA won the GreenGov Presidential Award, recognized as the winner of the "Lean, Clean, and Green" category, for outstanding achievement in building energy efficiency and renewable energy development and deployment. In November 2013, NARA was recognized and awarded with the Energy Star Combined Heat and Power award by the EPA. In October 2015, DOE, Federal Energy and Water Management program recognized and awarded NARA with three separate award categories (Individual, contract, and Program). NARA continues to build on it's efficiency via additional ESPC projects, capital funded projects, and by implementing "lessons learned" on prior projects. NARA intends to stay on the forefront of new technologies and increase renewable energy use.

Leadership:

Besides attaining the awards listed above, NARA continues to lead the Federal community by example. Although we are a small agency, with very limited resources, and an energy intensive mission, senior management understands the importance and benefits of meeting energy, water, GHG, and sustainability challenges to meet the ultimate goal of agency resiliency. Sustainability and resiliency (to Climate Change) is ultimately met by following and meeting or exceeding requirements of Executive Orders 13514, 13653, and 13693, EPACT, EISA, agency standards, and LEED. By meeting all of these

requirements, NARA is poised to be ready for climate change challenges and opportunities. NARA is ahead of schedule to meet sustainability, energy, GHG, and water goals described and outlined in the above referenced requirements. NARA's team is moving beyond energy and water reduction, and is now poised to exceed waste reduction requirements by implementing an on-site compost system, to complement recycling strategies. The compost system at Archives II in College Park, Maryland alone is producing about 1000 lbs of compost daily which is used on site, thus reducing the need for purchasing mulch and hauling the waste offsite.

NARA recognizes that resiliency can only be met through regular scrutiny of changes made to meet sustainability goals, and being aware and poised to move forward based on observations and collaboration with other parties on any significant climate changes in progress, or yet to happen.

NARA's Chief Sustainability Officer (CSO), along with a small dedicated team of professionals, will move NARA towards attainment of the goals outlined herein. The CSO is responsible for the implementation of goal achievement and is accountable to the Executive for Business Support Services who will provide executive leadership and representation to the agency management team.

Performance Summary/Review:

Between FY 2006 and FY 2015, NARA invested millions of dollars in energy efficiency projects. The two most innovative and successful projects are the \$5.7M Energy Savings Performance Contract (ESPC) project (with 8-year ROI) at Archives II and the \$5.8M ESPC project (with 7-year ROI) at Archives I. NARA worked directly with the Energy Services Company to develop and implement energy conservation measures (ECMs) at each facility:

- Upgrade and optimize energy management control systems;
- Improve heating plants;
- Reduce steam distribution losses;
- Rebalance HVAC systems;
- Re-set condenser water temperature;
- Reduce water usage;
- Reduce bathroom exhaust fans run times;
- Retrofit lighting and controls; and
- Upgrade building envelopes.

NARA's energy intensity and greenhouse gas (GHG) reductions are summarized below:

- In FY 2015, NARA's intense effort to reduce energy use has continued to yield exceptional savings.
- Energy intensity (114,230 Btu/GSF) is down 37.0% compared to FY2003 baseline (181,189 Btu/GSF).
- Scopes 1&2 GHG emissions of are down 26.0% (49,051 tons CO_{2e}) as compared to FY2008 baseline (66,303 tons CO_{2e}).
- Scope 3 GHG emissions are down 19.9% (11,667 ton CO_{2e}) compared to FY2008 baseline (14,557 ton CO_{2e}).

Since FY2008, the Archives II facility, has contributed the greatest reduction toward agency energy use. Archives II utility consumption has resulted in a noticeable reduction in annual utility costs as well. The sustained reduction in Archives II energy use and costs is attributed to both aggressive conservation

measures included in the Archives II's ESPC project, and excellent collaboration between NARA employees, ESPC and O&M contractors.

NARA is moving toward using self-generated energy. Photovoltaic solar panels at Clinton Library produced 63,322 KWH in FY2015. The new Photovoltaic solar system at the G. W. Bush library produced 102,800 KWH. Photovoltaic solar panels at Archives II produced 543,706 KWH in FY2015. NARA purchased 6,104,732 KWH of renewable energy credits of wind power through the GSA area-wide contract. In FY2015, NARA's renewable energy use was 9.7%.

Strong water conservation measures were exercised at NARA. In FY2012, due to extreme drought at several of our sites, NARA water consumption was 23.5 gallons per GSF, an increase compared to the previous two years, but still 11.4% less than the FY2007 baseline of 26.6 gallons per GSF. In FY2013, NARA water consumption was 21.4 gallons per GSF, down 19.6% compared to the FY2007 baseline. In FY2014, water consumption was 21.3 gallons per GSF, down 19.9% compared to FY2007 baseline. In FY2015, NARA water consumption was 20.1 gallons per GSF, down 24.4% compared to the FY2007 baseline.

NARA biggest challenge is its documents and artifacts must be maintained in a controlled environment 24 hours per day, 365 days per year (for temperature, humidity and air quality). It is not lifecycle cost effective to design NARA facilities to 30% below ASHRAE Standards. NARA strives to meet the intent of this requirement but given the sensitive nature of its holdings, it is not always possible to attain 30% below ASHRAE recommendations.

NARA-owned facilities have standard and advanced electrical meters, and standard meters for gas, steam, and water. Advanced metering helps NARA comply with its precise measurement requirements. NARA Directive 1571, and The Architecture and Design Standards for Presidential Libraries outline building requirements for storage and safekeeping of archival materials. New Presidential Library facilities are built to the above standards, and also to LEED Platinum certification, thus meeting guiding principles and sustainability requirements. The Presidential Library Design Standards were also revised to comply with EPACT 2005, Executive Orders 13423, 13514, 13653, and 13693 requirements.

NARA has typically funded all non-ESPC energy savings projects with existing Operations and Maintenance appropriations. With the significant sequestration budget cuts and those anticipated in the out years, existing O&M appropriations are severely impacted and sufficient only to fund present operations. Similarly, the Repair and Restoration appropriation has been reduced to levels that preclude using it for any energy savings projects. While the ESPC mechanism is still in place and being utilized, these dwindling direct appropriations streams force the agency to finance longer term payback measures which were typically funded by direct appropriations. These direct appropriations keep the finance terms and pay back terms at reasonable levels.

Progress on Administrative Priorities:

President's Performance Contracting Challenge: NARA has met all of the required metrics for the President's Performance Contracting Challenge, and in fact exceeded them well ahead of schedule. NARA is currently working on the on scope development and installation of on-site solar/PV for the Archives at Atlanta, Carter Library, Ford Library, and Ford Museum as a modification to the existing PPCC ESPC contract utilizing appropriated dollars. Also, NARA is a signatory agency to the Capital Solar Challenge

and is currently in the design phase of installing solar PV on the National Archives Building in Washington, DC.

As part of the Energy Independence and Security Act (EISA) section 432 requirements, NARA continues to perform energy audits and building condition reports at all 17 facilities. The audits identify low cost/no cost Operations and Maintenance problems easily corrected and cost effective infrastructure improvements to be incorporated into future renovation or capital improvement projects. Many low cost/no cost measures e.g. “sequence of operation” errors were identified and corrected immediately by on-site personnel. Other measures were incorporated into projects. Most NARA-owned facilities have up-to-date or adequate HVAC equipment. Additional ECMs can be implemented to achieve greater energy and water reductions. These ECMs were being investigated under a comprehensive ESPC project inclusive of all Presidential Libraries and the National Archives at Atlanta (15 sites).

NARA recognizes its need to continually improve the Climate Change Adaptation Plan, Fleet Management Plan and Bio-based Purchasing Strategies. The Climate Change Adaptation Plan is improved by collaboration and attendance at Climate Change Adaptation Meetings, sharing ideas and information, and making best use of available resources.

Electric and Zero Emission Vehicles: NARA has limited opportunity to utilize EVs in its fleet due to the nature of our operations. Rather than have several vehicles on-site accomplishing different requirements, NARA mandated that all vehicles be dual purpose. That being able to move people or records interchangeably. This greatly reduces the number of vehicles needed for operations, but limits our choices to primarily vans/SUVs. When GSA offers more robust choices in electric vehicles, NARA will begin acquiring them. As a pilot, NARA plans to install several level 1 charging stations at Archives II in College Park, Maryland by FY2017 for employee use. We will expand this program as rapidly as demand develops. As soon as implementation guidance is published for level 2 charging, NARA will expand its program to include them.

Climate Preparedness and Resilience: Having very limited staff resources, NARA has taken a common sense approach to climate change adaptation planning. As a starting point, we have formed a Climate Change Adaptation Steering Group. This diverse group, made up of members from across the agency, including architects, engineers, program offices, and environmental specialists are reviewing and re-drafting current policies to include climate change language. NARA’s goal is to complete reviews and re-writes by the end of the calendar year. Also, the steering group will incorporate relevant known flood risk data (EO 13690) into agency policies. NARA originally planned to add climate change adaptation assessments at the facility level to its existing Building Condition Report (BCR) process. Having previously incorporated LEED certification into the process, adding another element drove costs for the BCR beyond any reasonable return on investment. At this point, NARA’s approach will be more practical. We will adapt a 3 tiered vulnerability assessment approach based on the Pacific Northwest National Laboratory model. The first tier, a high level vulnerability assessment, will be used to prioritize those facilities most vulnerable to climate change. The steering group anticipates having this complete by the end of FY17.

NARA continues to improve its Bio-based Purchasing Strategies by looking first at bio-based products when making purchases, ongoing training of purchasers to buy bio-based, attendance at Strategic Acquisition and Materials Management meetings, and an ongoing push to make NARA compliant with all OMB Scorecard requirements. NARA has included and updated language to meet all FAR clause requirements.

Size & Scope of Agency Operations

Agency Size and Scope	FY 2014	FY 2015
Total Number of Employees as Reported in the President's Budget	3048	3532
Total Acres of Land Managed	169	169
Total Number of Buildings Owned	17	17
Total Number of Buildings Leased (GSA and Non-GSA Lease)	27	27
Total Building Gross Square Feet (GSF): NARA owned GSF	4,356,152	4,359,102
Operates in Number of Locations Throughout U.S.	44	44
Operates in Number of Locations Outside of U.S.	0	0
Total Number of Fleet Vehicles Owned	1	1
Total Number of Fleet Vehicles Leased	59	58
Total Number of Exempted-Fleet Vehicles (Tactical, Law Enforcement, Emergency, Etc.)	0	0
Total Amount Contracts Awarded as Reported in FPDS (\$Millions)	162	157

Agency Progress and Strategies to Meet Federal Sustainability Goals

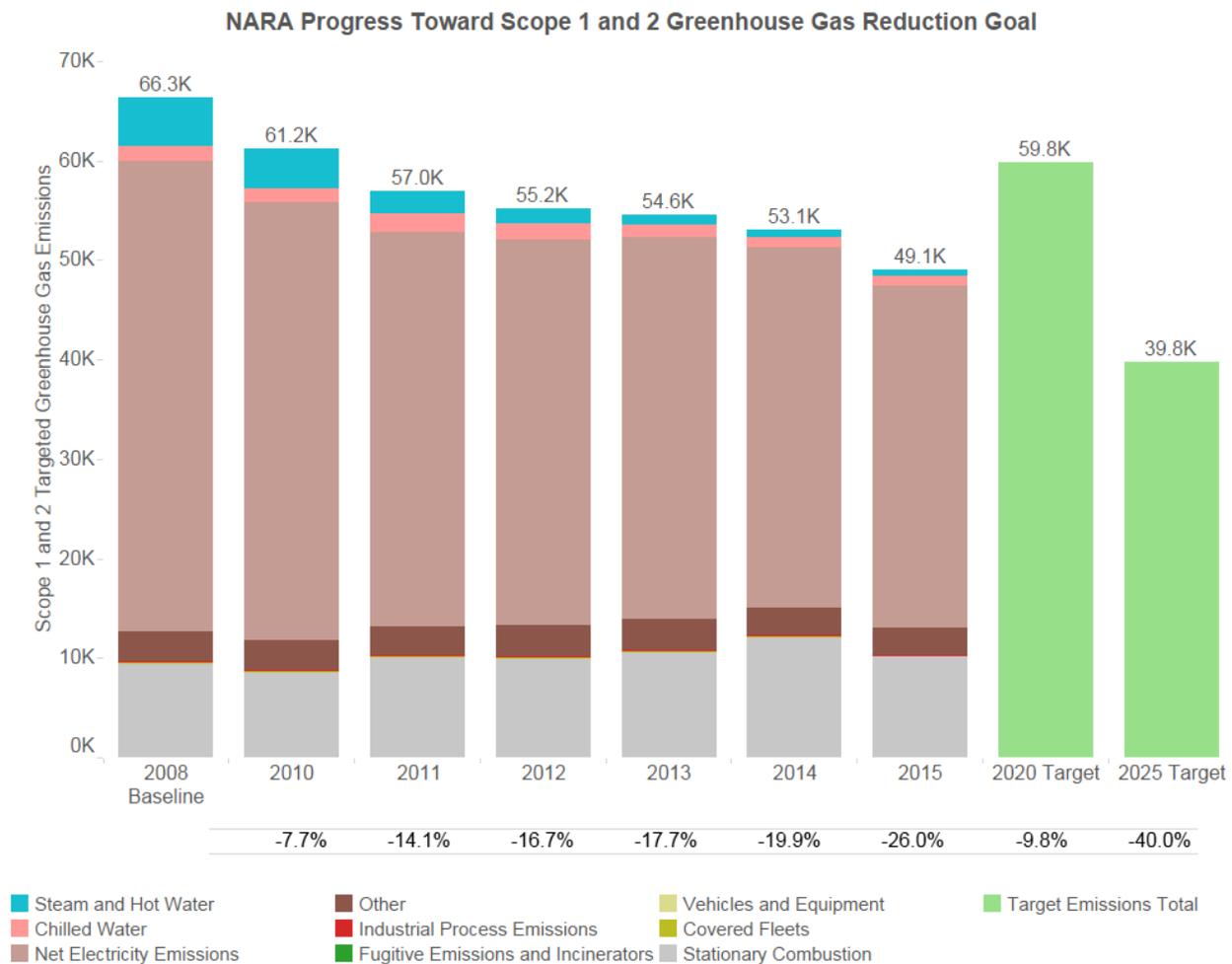
This section provides an overview of progress through FY 2015 on sustainability goals contained in Executive Order 13514, *Federal Leadership in Environmental, Energy, and Economic Performance*, and agency strategies to meet the new and updated goals established by Executive Order 13693, *Planning for Federal Sustainability in the Next Decade*.

Goal 1: Greenhouse Gas (GHG) Reduction

Scope 1 & 2 GHG Reduction Goal

E.O. 13693 requires each agency to establish a Scope 1 & 2 GHG emissions reduction target to be achieved by FY 2025 compared to a 2008 baseline. NARA's 2025 Scope 1 & 2 GHG reduction target is 40%.

Chart: Progress Toward Scope 1 & 2 GHG Reduction Goal



Optional: Agencies may insert a brief narrative overview (maximum 300 words) to provide context on past performance and FY 17 strategies.

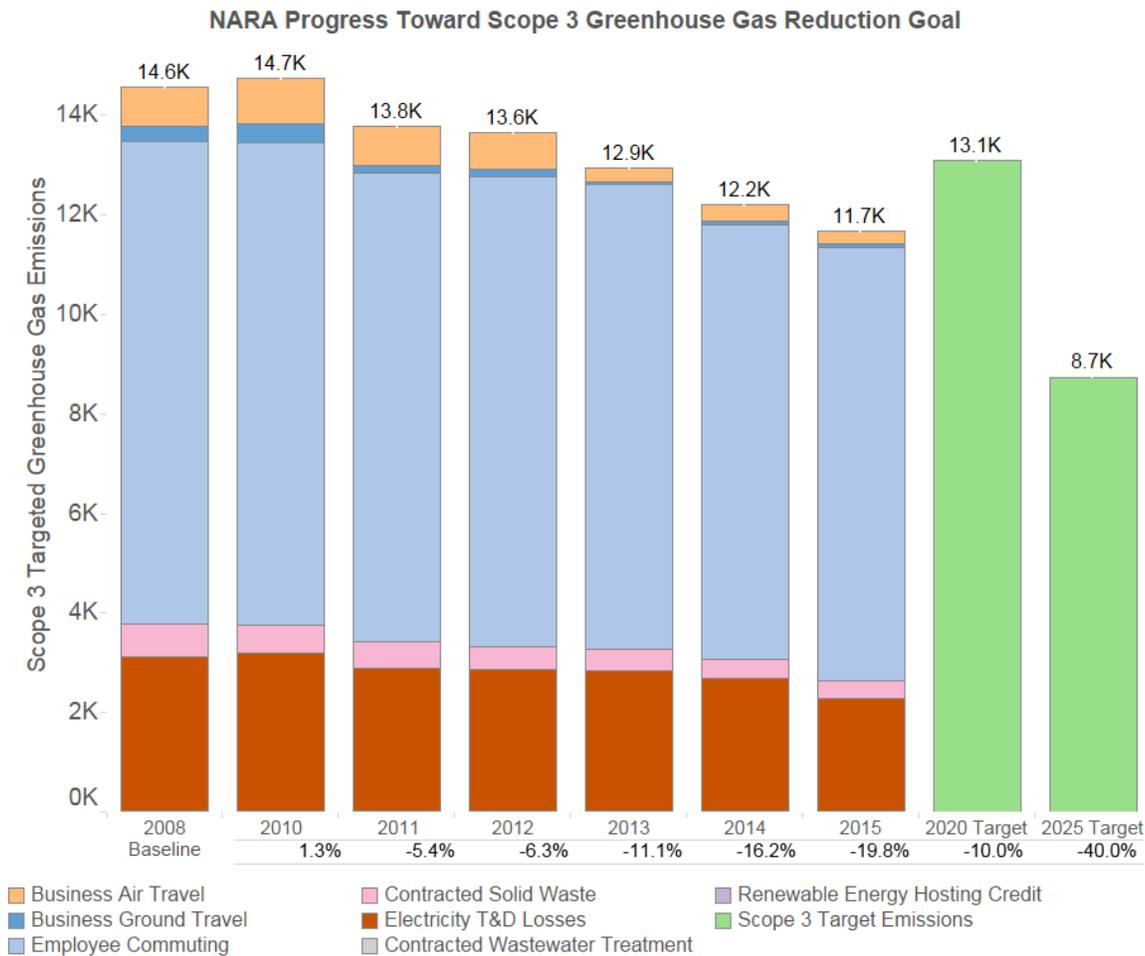
Scope 1 & 2 GHG Reduction Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Use the Federal Energy Management Program (FEMP) GHG emission report to identify/target high emission categories and implement specific actions to address high emission areas identified.	Yes	NARA has been using FEMP GHG emission report. Agency exceeded EO 13514 scope 1&2 GHG reduction target.	NARA is continuously improving GHG emission.
Identify and support management practices or training programs that encourage employee engagement in addressing GHG reduction.	Yes	NARA facility and energy managers conduct energy and sustainability trainings annually.	Annually participate in energy and sustainability trainings.
Determine unsuccessful programs or measures to be discontinued to better allocate agency resources.	No	.	All programs have been working very well. Agency already exceeded EO 13514 target
Given agency performance to date, determine whether current agency GHG target should be revised to a more aggressive/ambitious target.	N/A		Agency is on the right track. The current target of 40% reduction is reasonable for an energy intensive mission.
Employ operations and management (O&M) best practices for emission generating and energy consuming equipment.	Yes	O&M best practices are included in all NARA's CFM contracts.	Regularly work with the CFM contractors on each facility to improve building O&M practices.
Identify additional sources of data or analysis with the potential to support GHG reduction goals.	<i>Instructional note: agencies should vet any new data or methodologies with FEMP</i>		

Scope 3 GHG Reduction Goal

E.O. 13693 requires each agency to establish a Scope 3 GHG emission reduction target to be achieved by FY 2025 compared to a 2008 baseline. NARA's 2025 Scope 3 GHG reduction target is 40%.

Chart: Progress Toward Scope 3 GHG Reduction Goal



Optional: Agencies may insert a brief narrative overview (maximum 300 words) to provide context on past performance and FY 17 strategies.

Scope 3 GHG Reduction Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Reduce employee business ground travel.	Yes	Agency reduced employee business ground travel due to budget cuts and as part of scope 3 GHG reduction goal.	NARA new policy requires employee business travel to be approved by senior management on a case by case basis. Ground travel has been reduced by 50%.
Reduce employee business air travel.	Yes	Agency reduced employee business air travel due to budget cuts and as part of scope 3 GHG reduction goal.	NARA new policy requires employee business travel to be approved by senior management on a case by case basis. Air travel has been reduced by 50%.

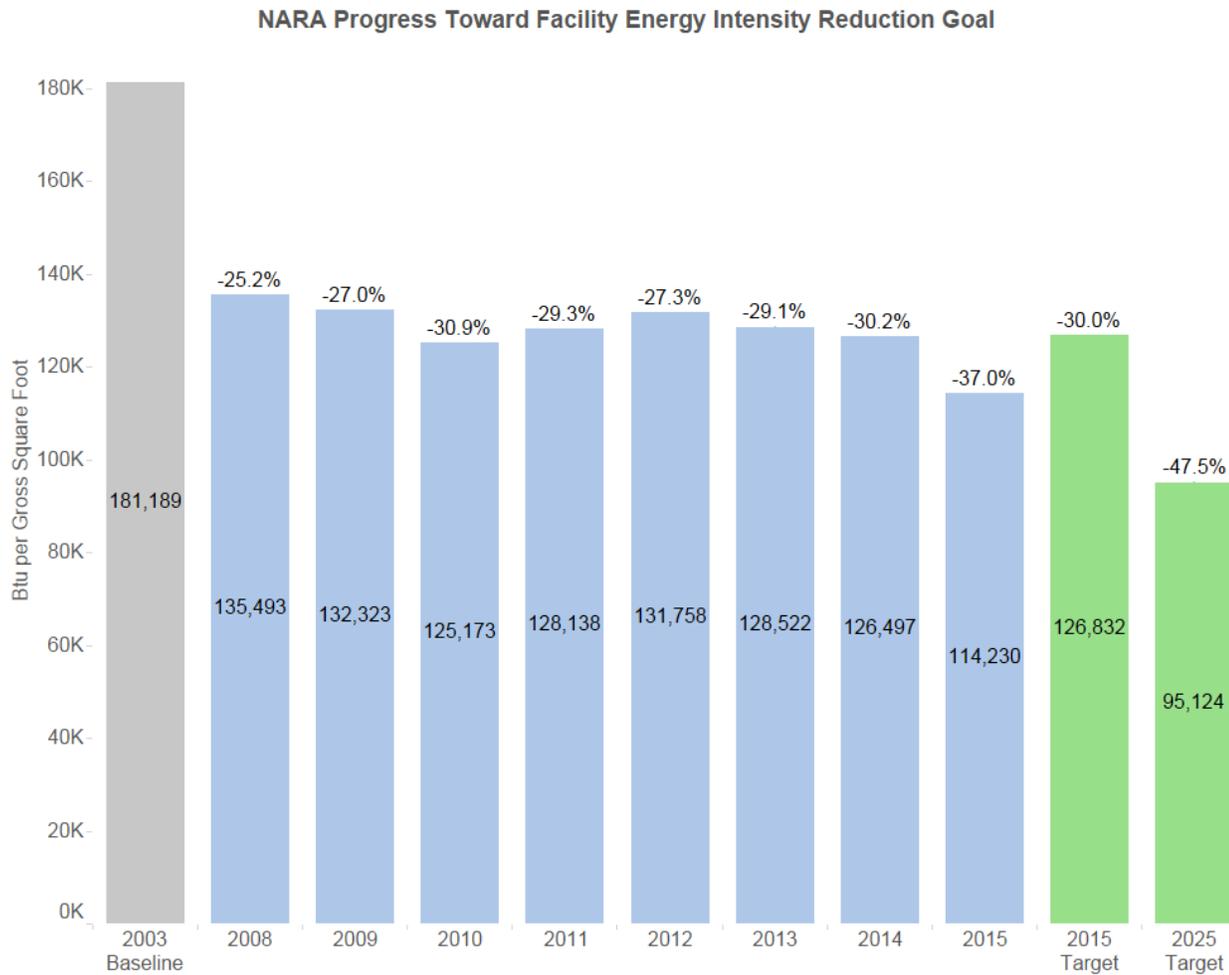
Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Develop and deploy an employee commuter emissions reduction plan.	No		NARA is currently developing a multi modal access plan to reduce commuter emissions.
Use an employee commuting survey to identify opportunities and strategies for reducing commuter emissions.	Yes	NARA identified opportunities for improving employee commuting via meetings with MTA to improve bus service; developed cluster diagrams to identify potential employee shuttle service to and from work sites; improved existing shuttle system between facilities.	Expect continued reduction of employee contributions to scope 3 GHG emissions through encouraging employees to use mass transit, carpooling, and other alternative commuting methods (teleworking, AWS).
Increase & track number of employees eligible for telework and/or the total number of days teleworked.	Yes	Allow eligible employees to work AWS days, encourage use of mass transit, and increase number of teleworkers.	Supervisors encourage and approve (based on feasibility) employee telework agreements and AWS. NARA's Telework and AWS have increased.
Develop and implement a program to support alternative/zero emissions commuting methods and provide necessary infrastructure.	No		NARA is developing level 1 charging guidance and is awaiting publication of level 2.
Establish policies and programs to facilitate workplace charging for employee electric vehicles.	Yes	Agency is planning to install charging stations for electric vehicles.	Charging stations (Level 1) for electric vehicles will be included in agency future project for FY2017 and FY2018.
Include requirements for building lessor disclosure of carbon emission or energy consumption data and report Scope 3 GHG emissions for leases over 10,000 rentable square feet.	Yes	New leases over 10,000 sq. ft. will have relevant language included.	All new leases in FY17 will incorporate this language.

Goal 2: Sustainable Buildings

Building Energy Conservation Goal

The Energy Independence and Security Act of 2007 (EISA) requires each agency to reduce energy intensity 30% by FY 2015 as compared to FY 2003 baseline. Section 3(a) of E.O. 13693 requires agencies to promote building energy conservation, efficiency, and management and reduce building energy intensity by 2.5% annually through the end of FY 2025, relative to a FY 2015 baseline and taking into account agency progress to date, except where revised pursuant to Section 9(f) of E.O. 13693.

Chart: Progress Toward Facility Energy Intensity Reduction Goal



Optional: Agencies may insert a brief narrative overview (maximum 300 words) to provide context on past performance and FY 17 strategies.

Building Energy Conservation Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Make energy efficiency investments in agency buildings.	Yes	Since 2006, NARA has been investing millions of dollars in energy efficiency projects. As a result, agency realized significant reduction in energy and GHG emissions.	Continually investing in energy efficiency project.
Use remote building energy performance assessment auditing technology	Yes	All owned and newly leased facilities have advanced metering capability.	Continue to monitor and fine tune building load operations.

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Participate in demand management programs.	Yes	NARA is currently participating in demand management programs.	Annually participate in demand response and energy curtailment programs.
Incorporate Green Button data access system into reporting, data analytics, and automation processes.	No		Currently many service providers not offering option.
Redesign interior space to reduce energy use through daylighting, space optimization, and sensors and control systems.	No		This was accomplished previously through an ESPC.
Identify opportunities to transition test-bed technologies to achieve energy reduction goals.	Yes		Continuously monitor industry advances and incorporate whenever possible (SEL lighting, LED lighting, etc.),
Follow city energy performance benchmarking and reporting requirements.	No		Follow federal benchmarks.
Install and monitor energy meters and sub-meters.	Yes	Agency is currently upgrading the power monitoring and control system.	Continuously monitoring and upgrading/expanding the advanced metering system.
Collect and utilize building and facility energy use data to improve building energy management and performance.	Yes	NARA collects and utilizes each facility energy consumption data to improve building energy efficiency.	Continuously meet or exceed energy intensity reduction goal.
Ensure that monthly performance data is entered into the EPA ENERGY STAR Portfolio Manager.	Yes	NARA is committed to enter all monthly utility data into the EPA Energy Star Portfolio Manager.	Continuously input monthly data into the EPA Portfolio Manager as per EISA-432-CTS requirement.

Building Efficiency, Performance, and Management Goal

Section 3(h) of E.O. 13693 states that agencies will improve building efficiency, performance, and management and requires that agencies identify a percentage of the agency's new construction buildings above 5,000 gross square feet intended to be energy, waste, or water net-zero buildings by FY 2025 and implementing actions that will allow those buildings to meet that target. NARA's 2025 target is 100%.

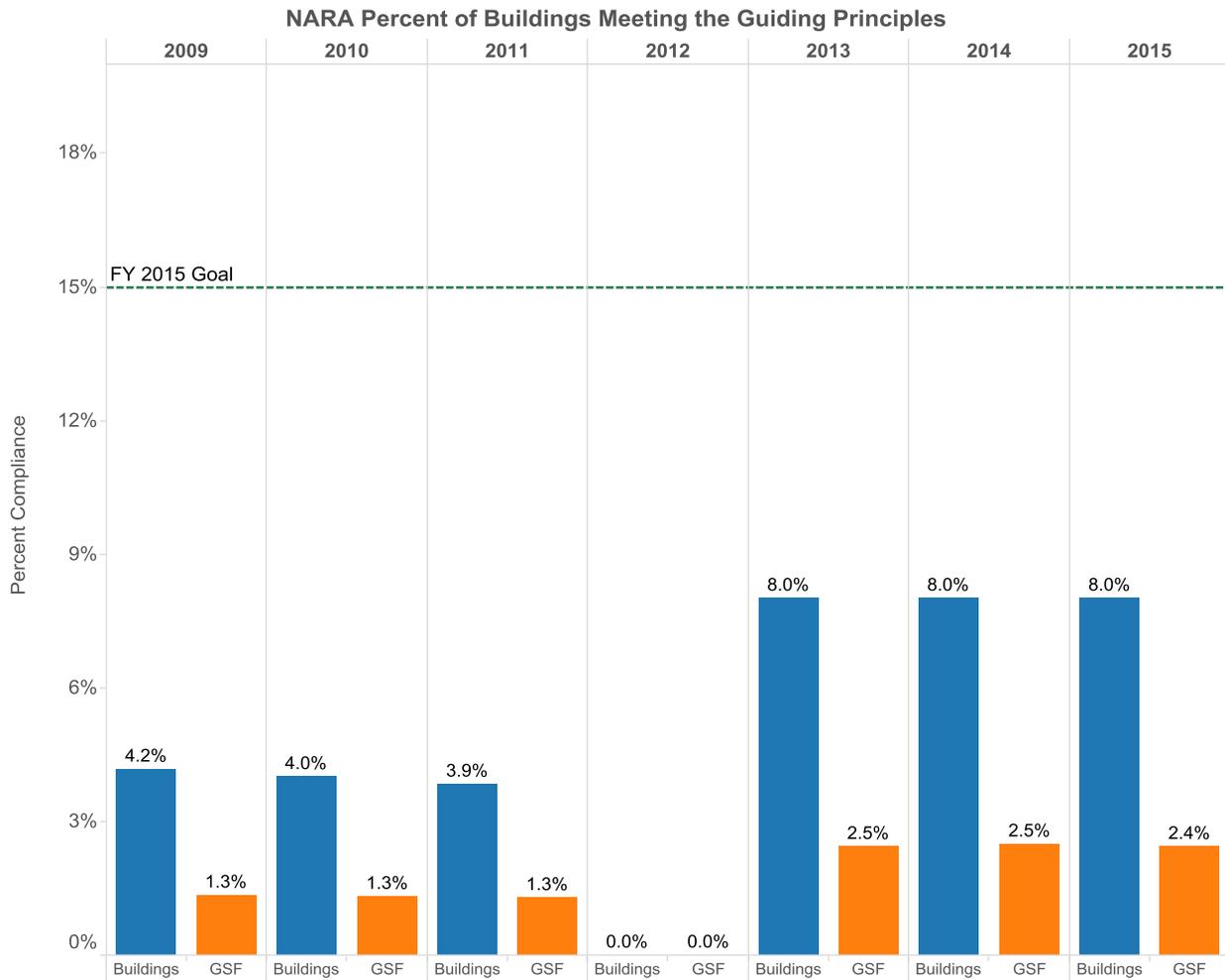
Guiding Principles for Sustainable Federal Buildings

Section 3(h) of E.O. 13693 also states that agencies will identify a percentage, by number or total GSF, of existing buildings above 5,000 GSF that will comply with the *Guiding Principles for Sustainable Federal Buildings (Guiding Principles)* by FY 2025.

NARA's FY 2025 target is 47% of total GSF.

(Agencies' 2025 targets should be at least 10% higher than current (2015) level of achievement.)

Chart: Percent of Buildings Meeting the Guiding Principles



Optional: Agencies may insert a brief narrative overview (maximum 300 words) to provide context on past performance and FY 17 strategies.

Sustainable Buildings Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Include climate resilient design and management into the operation, repair, and renovation of existing agency buildings and the design of new buildings.	Yes	NARA is currently updating policies to include climate resilient design and management into the operation, repair, renovation, and design of new buildings.	Continue to update existing policies with climate adaptation language as they come up for renewal. All new policies must have climate adaptation language inserted into the policy as required by EO 13693.

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
In planning new facilities or leases, include cost-effective strategies to optimize sustainable space utilization and consideration of existing community transportation planning and infrastructure, including access to public transit.	Yes	In general, the foundation and the former president will select the location for the new presidential library.	Current Presidential Library Design Guide incorporates the guiding principles.
Ensure all new construction of Federal buildings greater than 5,000 GSF that enters the planning process be designed to achieve energy net-zero and, where feasible, water or waste net-zero by FY 2030.	Yes	The foundation makes final decision for the design and construction of the new presidential library. NARA can only ensure that the new building will be designed and built to get LEED Platinum certification.	Obama Library will be built to energy net zero. Water and waste TBD based on siting.
Include criteria for energy efficiency as a performance specification or source selection evaluation factor in all new agency lease solicitations over 10,000 rentable square feet.	Yes	NARA only leases facilities from GSA. Like NARA, GSA also must meet all EO 13693 requirements.	Continually include energy efficiency criteria in all new agency lease facilities as per EO 13693 requirement.
Incorporate green building specifications into all new construction, modernization, and major renovation projects.	Yes	NARA currently requires new buildings to be designed for LEED Platinum. All major renovation must be designed at a minimum to LEED Silver.	Continuously incorporate green building requirement into all new construction and major renovation projects.
Implement space utilization and optimization practices and policies.	Yes		These policies are incorporated into the Presidential Library Design Guide.
Implement programs on occupant health and well-being in accordance with the <i>Guiding Principles</i> .	Yes		Currently meeting LEED requirements which cross walk to Guiding Principles.

Goal 3: Clean & Renewable Energy

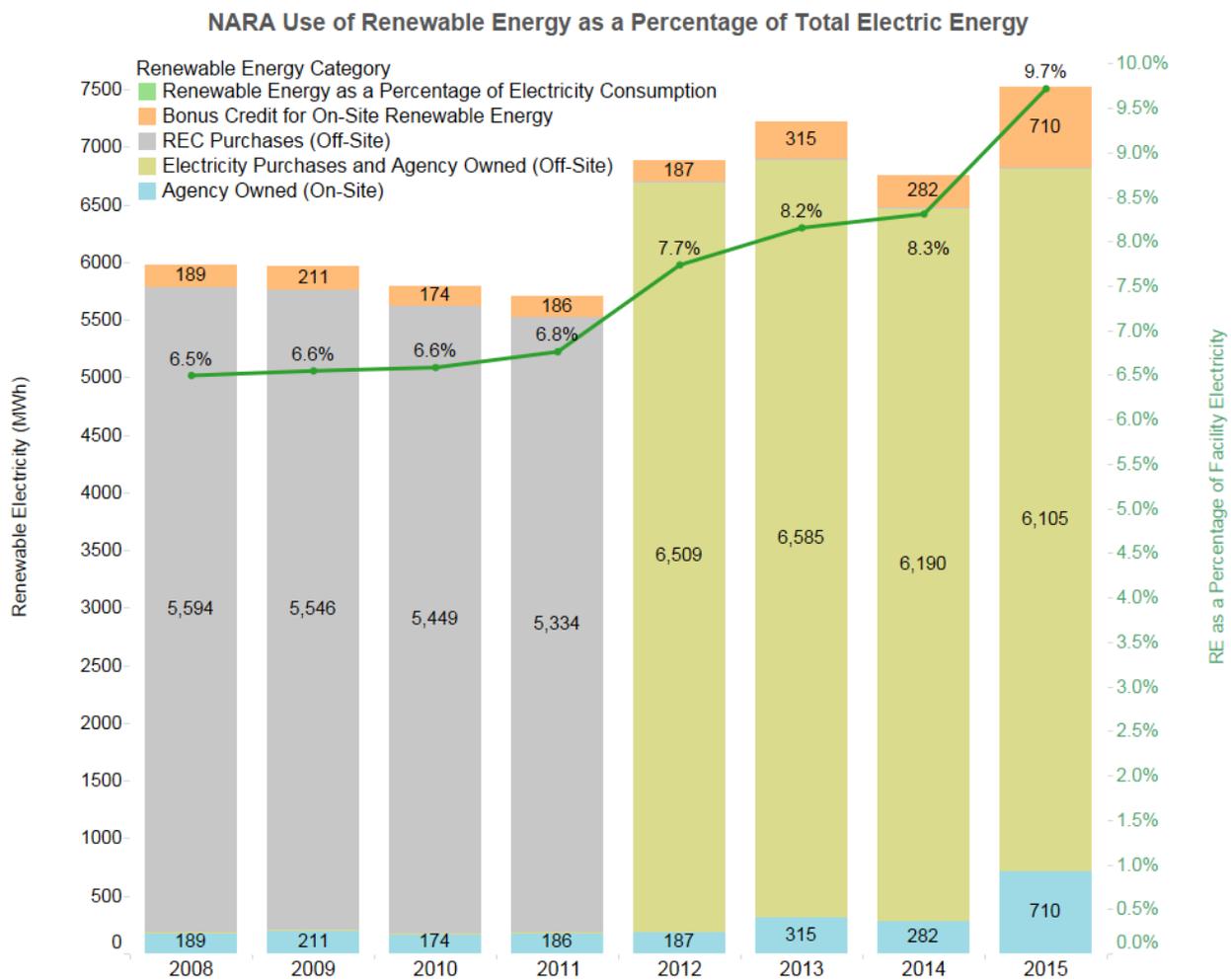
Clean Energy Goal

E.O. 13693 Section 3(b) requires that, at a minimum, the percentage of an agency's total electric and thermal energy accounted for by renewable and alternative energy shall be not less than: 10% in FY 2016-17; 13% in FY 2018-19; 16% in FY 2020-21; 20% in FY 2022-23; and 25% by FY 2025.

Renewable Electric Energy Goal

E.O. 13693 Section 3(c) requires that renewable energy account for not less than 10% of total electric energy consumed by an agency in FY 2016-17; 15% in FY 2018-19; 20% in FY 2020-21; 25% in FY 2022-23; and 30% by 2025.

Chart: Use of Renewable Energy as a Percentage of Total Electric Energy



Optional: Agencies may insert a brief narrative overview (maximum 300 words) to provide context on past performance and FY 17 strategies.

Clean and Renewable Energy Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Include in DoD accounting, fulfillment of the requirements of DoD goals under section 2852 of the National Defense Authorization Act of 2007.	<i>Note: Agencies other than DOD may delete this row</i>		
Install agency-funded renewable on-site and retain corresponding renewable energy certificates (RECs).	Yes	Agency installed over 500 KW solar/PV at Archives II, College Park Maryland through agency funds and ESPC project.	NARA will increase agency-funded solar/PV at the Archives at Atlanta, Ford library and Ford museum in FY2017.
Contract for the purchase of energy that includes installation of renewable energy on or off-site and retain RECs or obtain replacement RECs.	Yes	NARA is currently working with GSA and the contractor on the design and approval of the Capital Solar Challenge project.	By October 2016, over 200 KW solar/PV will be installed at Archives I, Washington DC as part of the Capital Solar Challenge project.
Purchase electricity and corresponding RECs or obtain equal value replacement RECs.	Yes	Agency is currently working with GSA to purchase electricity and additional corresponding RECs	Continuously working with GSA to purchase additional RECs to meet EO 13693 requirements.
Purchase RECs to supplement installations and purchases of renewable energy, when needed to achieve renewable goals.	Yes	Currently purchase REC's through GSA contracts to meet goals.	Currently purchase REC's through GSA contracts to meet goals.
Install on-site thermal renewable energy and retain corresponding renewable attributes or obtain equal value replacement RECs.	No	On-site geothermal renewable energy is not feasible at all NARA-owned facilities.	Agency small footprint renders this impractical.
Install on-site combined heat and power processes.	Yes	Agency recently installed two 75 KW co-generation units at Archives I (Washington DC) and three 75 KW co-generation units at Archives II (Maryland).	Increasing on-site combined heat and power systems at all NARA sites as funds become available.
Identify opportunities to install on-site fuel cell energy systems.	No		Not a practical solution for our small facilities at this point.
Identify opportunities to utilize energy that includes the active capture and storage of carbon dioxide emissions associated with energy generation.	No		Not a practical solution for such a small agency.
Identify and analyze opportunities to install or contract for energy installed on current or formerly contaminated lands, landfills, and mine sites.	N/A		Local solutions have been investigated and found not practical.

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Identify opportunities to utilize energy from small modular nuclear reactor technologies.	N/A		Not a practical solution for a small agency.

Goal 4: Water Use Efficiency & Management

Potable Water Consumption Intensity Goal

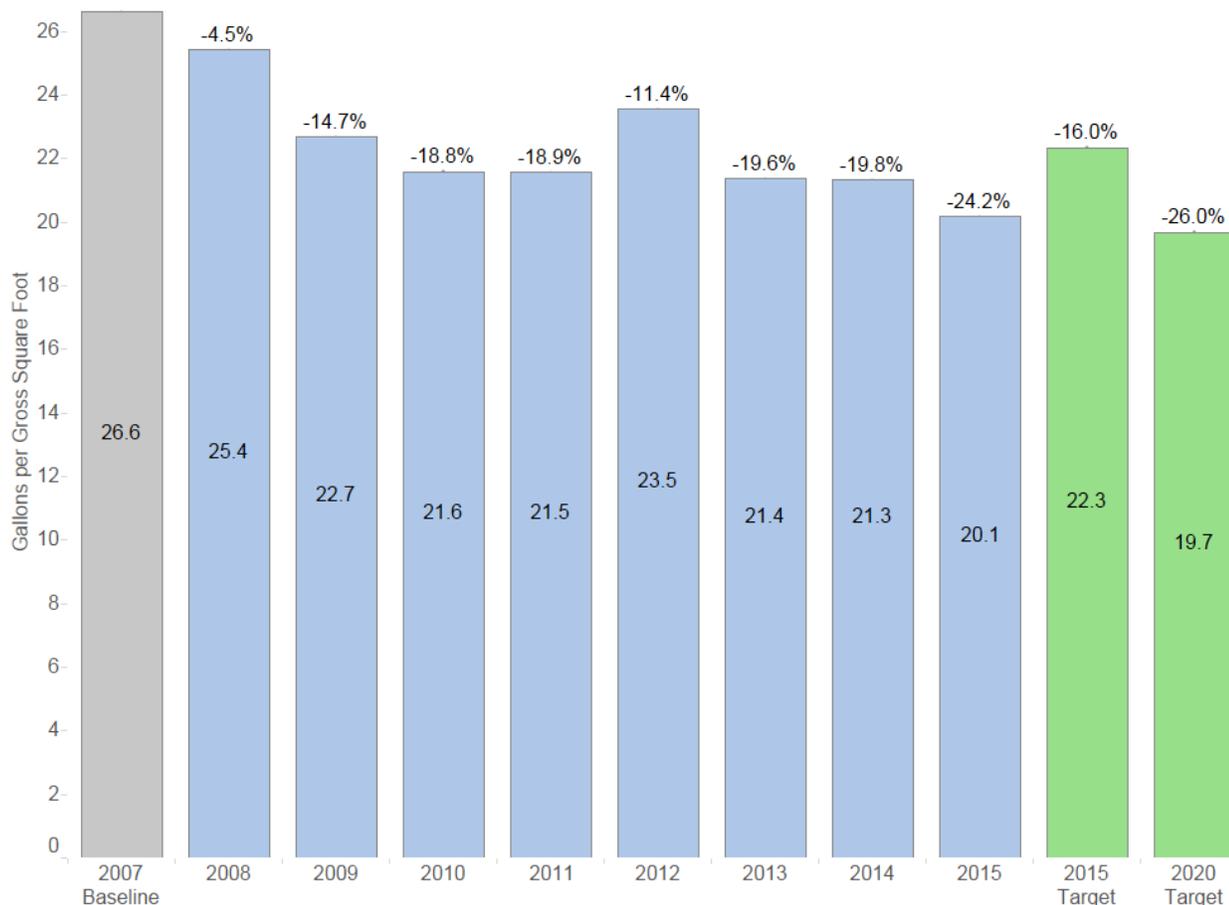
E.O. 13693 Section 3(f) states that agencies must improve water use efficiency and management, including stormwater management, and requires agencies to reduce potable water consumption intensity, measured in gallons per square foot, by 2% annually through FY 2025 relative to an FY 2007 baseline. A 36% reduction is required by FY 2025.

Industrial, Landscaping and Agricultural (ILA) Water Goal

E.O. 13693 section 3(f) also requires that agencies reduce ILA water consumption, measured in gallons, by 2% annually through FY 2025 relative to a FY 2010 baseline.

Chart: Progress Toward the Potable Water Intensity Reduction Goal

NARA Progress Toward the Potable Water Intensity Reduction Goal



Optional: Agencies may insert a brief narrative overview (maximum 300 words) to provide context on past performance and FY 17 strategies.

Water Use Efficiency & Management Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Install green infrastructure features to assist with storm and wastewater management.	Yes	The National Archives at College Park, Maryland has a small green roof and a 6000-gallon storage tank to catch rain water from the roof for irrigation system.	Installing appropriate green infrastructure features throughout NARA owned facilities when funds become available, and via ESPC projects.
Install and monitor water meters and utilize data to advance water conservation and management.	Yes	All NARA facilities have water meters.	Continually using water meter data to improve water efficiency.
Install high efficiency technologies, e.g. WaterSense fixtures.	Yes	Retrofit of restroom and kitchen fixtures and upgrade landscaping water and control system at most facilities via agency-funded and ESPC projects.	Installing high efficiency technologies and fixtures via agency-funded and /or ESPC contracts.
Prepare and implement a water asset management plan to maintain desired level of service at lowest life cycle cost.	Yes	Using LEED strategies for best water practices	Continue to reduce water use to meet or exceed EO 13693 targets.
Minimize outdoor water use and use alternative water sources as much as possible.	Yes	NARA is committed to meet all EO 13693 requirements for water efficiency and reduction target.	Continually improving water efficiency at all facilities. Minimize outdoor water use by upgrading irrigation and control systems. Also use alternative water sources such as rain catcher systems.
Design and deploy water closed-loop, capture, recharge, and/or reclamation systems.	Yes	Investigating a closed loop system for Archives II facility	Cost benefit analysis accomplished during FY17.
Install advanced meters to measure and monitor potable and ILA water use.	No		NARA does not use ILA water and has meters on all potable water inlets.
Develop and implement programs to educate employees about methods to minimize water use.	Yes	Disseminated via several employee information forums agency-wide	Continuous training
Assess the interconnections and dependencies of energy and water on agency operations, particularly climate change's effects on water which may impact energy use.	Yes	Assessing at the Reagan and Nixon Libraries	Assessments were conducted during recent ESPC project and water reduction ECM's were implemented.

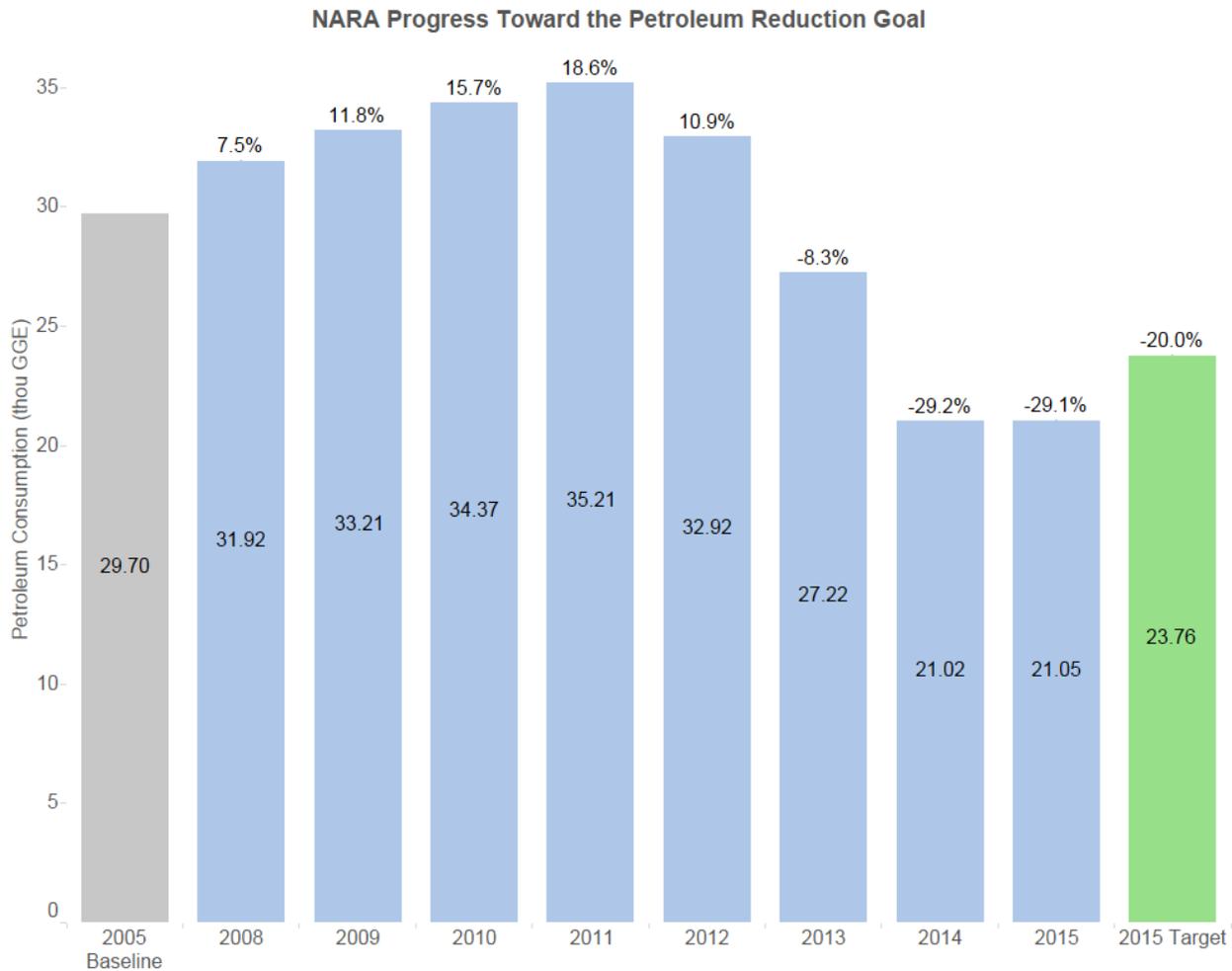
Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Consistent with State law, maximize use of grey-water and water reuse systems that reduce potable and ILA water consumption.	No	NARA looked at this strategy during ESPC detailed energy study and had a poor ROI.	
Consistent with State law, identify opportunities for aquifer storage and recovery to ensure consistent water supply availability.	No	NARA will investigate this strategy in future ESPC projects.	
Ensure that planned energy efficiency improvements consider associated opportunities for water conservation.	Yes	Recent ESPC at all Presidential Libraries looked at this strategy	Completed
Where appropriate, identify and implement regional and local drought management and preparedness strategies that reduce agency water consumption	Yes	NARA identified several opportunities at the Nixon and Reagan Libraries during recent ESPC	Completed

Goal 5: Fleet Management

Fleet Petroleum Use Reduction Goal

E.O. 13514 and the Energy Independence and Security Act of 2007 (EISA) required that by FY 2015 agencies reduce fleet petroleum use by 20% compared to a FY 2005 baseline.

Chart: Progress Toward the Petroleum Reduction Goal



Fleet Alternative Fuel Consumption Goal

Agencies should have exceeded an alternative fuel use that is at least 5% of total fuel use. In addition, E.O. 13423, *Strengthening Federal Environmental, Energy, and Transportation Management*, required that agencies increase total alternative fuel consumption by 10% annually from the prior year starting in FY 2005. By FY 2015, agencies must have increased alternative fuel use by 159.4%, relative to FY 2005.

In FY 2015, NARA's use of alternative fuel equaled 12.06% of total fuel use. NARA has increased its alternative fuel use by 4793.2% since FY 2005.

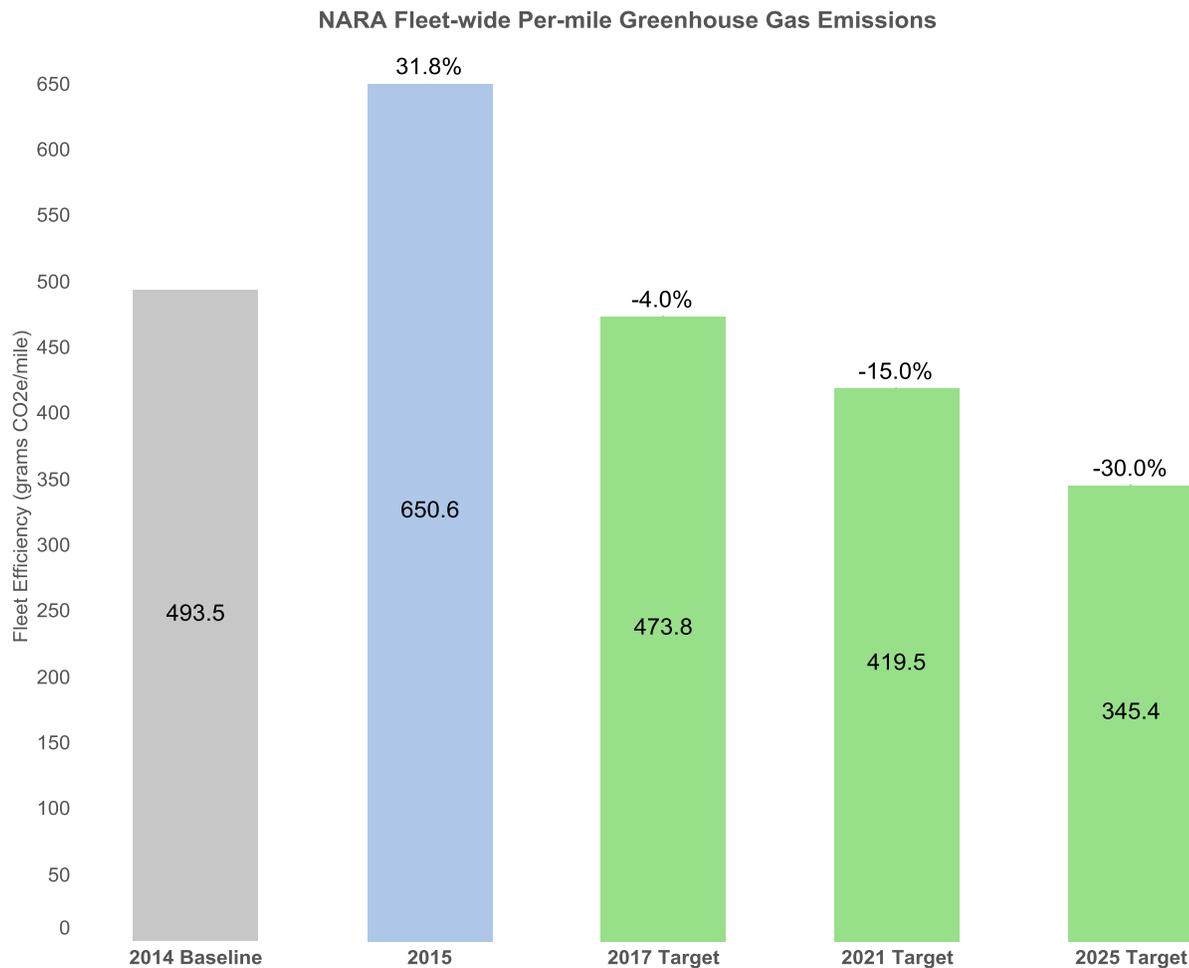
(Agencies that have not exceeded 5% of total fuel should address strategies to increase alternative fuel use in the sections below).

Fleet Per-Mile Greenhouse Gas (GHG) Emissions Goal

E.O. 13693 Section 3(g) states that agencies with a fleet of at least 20 motor vehicles will improve fleet and vehicle efficiency and management. E.O. 13693 section 3(g)(ii) requires agencies to reduce fleet-wide per-mile GHG emissions from agency fleet vehicles relative to a FY 2014 baseline and sets new goals for percentage reductions: not less than 4% by FY 2017; not less than 15 % by FY 2020; and not less than 30% by FY 2025.

E.O. 13693 Section 3(g)(i) requires that agencies determine the optimum fleet inventory, emphasizing eliminating unnecessary or non-essential vehicles. The Fleet Management Plan and Vehicle Allocation Methodology (VAM) Report are included as appendices to this plan.

Chart: Fleet-wide Per-mile GHG Emissions



Optional: Agencies may insert a brief narrative overview (maximum 300 words) to provide context on past performance and FY 17 strategies.

Fleet Management Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Collect and utilize agency fleet operational data through deployment of vehicle telematics.	Yes	Many of NARA's vehicles are equipped with telematics.	Reduce fuel use and GHG emission 4% by 2017.
Ensure that agency annual asset-level fleet data is properly and accurately accounted for in a formal Fleet Management Information System as well as submitted to the Federal Automotive Statistical Tool reporting database, the Federal Motor Vehicle Registration System, and the Fleet Sustainability Dashboard (FLEETDASH) system.	Yes	Agency uses Fleet Management system, and data is submitted to FAST,	NARA is committed to meet EO 13693 fleet reduction requirement. Agency will attempt to maintain green on OMB scorecard for this category.
Increase acquisitions of zero emission and plug-in hybrid vehicles.	Yes	NARA is planning to install two (Level 1) charging stations at Archives II facility in College Park Maryland.	Agency will install two charging stations at Archives II facility in FY2017. NARA will install additional charging stations at all agency owned facilities in the future.
Issue agency policy and a plan to install appropriate charging or refueling infrastructure for zero emission or plug-in hybrid vehicles and opportunities for ancillary services to support vehicle-to-grid technology.	Yes	NARA is planning to install two (Level 1) charging stations at Archives II facility in College Park Maryland	Agency will install two charging stations at Archives II facility in FY2017. NARA will install additional charging stations at all agency owned facilities in the future.
Optimize and right-size fleet composition, by reducing vehicle size, eliminating underutilized vehicles, and acquiring and locating vehicles to match local fuel infrastructure.	Yes	Fleet has been right-sized and reduced the fleet by greater than 40% since 2009.	Completed
Increase utilization of alternative fuel in dual-fuel vehicles.	Yes	Since 2009, NARA has been increasing agency alternative fuel use.	Continuously increasing the use of E-85 in all dual-fuel vehicles.
Use a FMIS to track real-time fuel consumption throughout the year for agency-owned, GSA-leased, and commercially-leased vehicles.	Yes	Agency uses GSA GPS tracking systems to track fuel use and driving habits	NARA's Fleet Manager sends out monthly reports to encourage better driving habits and reduce idle times, thus maximizing mpg.
Implement vehicle idle mitigation technologies.	Yes	NARA currently has 58 GSA leased vehicles and one NARA-owned electric vehicle.	Continually working with GSA to implement vehicle idle mitigation technologies.

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Minimize use of law enforcement exemptions by implementing GSA Bulletin FMR B-33, <i>Motor Vehicle Management, Alternative Fuel Vehicle Guidance for Law Enforcement and Emergency Vehicle Fleets</i> .	NA	NARA does not have law enforcement vehicles.	
Where State vehicle or fleet technology or fueling infrastructure policies are in place, meet minimum requirements.	Yes	NARA has met all fuel reduction requirements.	
Establish policy/plan to reduce miles traveled, e.g. through vehicle sharing, improving routing with telematics, eliminating trips, improving scheduling, and using shuttles, etc.	Yes	A vehicle allocation methodology has been developed and implemented. Telematics are being installed on all vehicles.	Telematics to be installed by the end of FY17.

Goal 6: Sustainable Acquisition

Sustainable Acquisition Goal

E.O. 13693 section 3(i) requires agencies to promote sustainable acquisition by ensuring that environmental performance and sustainability factors are considered to the maximum extent practicable for all applicable procurements in the planning, award and execution phases of acquisition.

Biobased Purchasing Targets

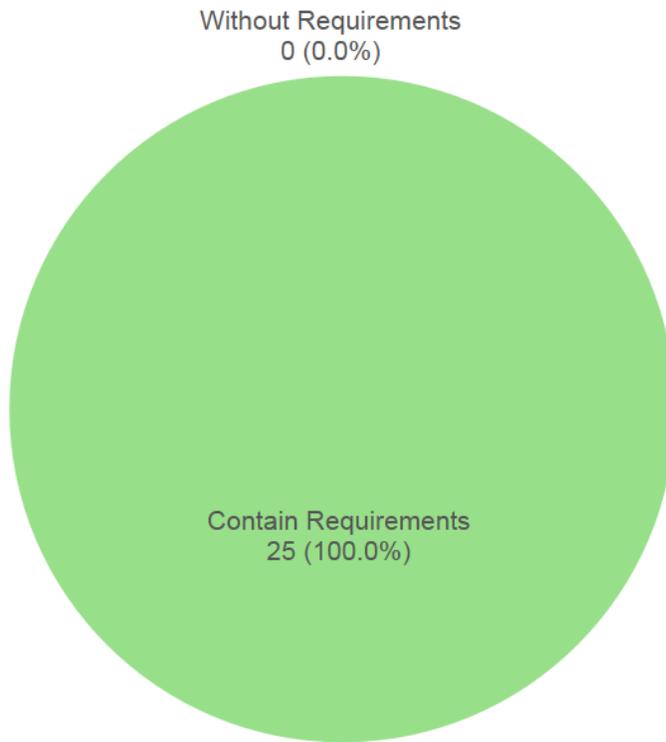
The Agricultural Act of 2014 requires that agencies establish a targeted biobased-only procurement requirement. E.O. 13693 section 3(iv) requires agencies to establish an annual target for increasing the number of contracts to be awarded with BioPreferred and biobased criteria and the dollar value of BioPreferred and biobased products to be delivered and reported under those contracts in the following fiscal year.

For FY 2017, NARA has established a target of 217 contracts and \$17,000,000 in products to be delivered.

Note: to meet the requirement of the Agricultural Act of 2014 (2014 Farm Bill), all agencies should include targets, even if they achieved 95% biobased purchasing compliance in FY 2015.

Chart: Percent of Applicable Contracts Containing Sustainable Acquisition Requirements

NARA Percent of Applicable Contracts Containing Sustainable Acquisition Requirements
(FY 2015 Goal: 95%)



Total Number of Contracts Reviewed: 25

Based on agency-reported results of quarterly reviews of at least 5% of applicable contract actions

(Note that the sustainable acquisition progress chart will outline contract compliance for FY 2015, quarters 1, 2, 3, and 4, based on review of 5% of applicable contracts. In future SSPPs, FPDS data will also be used to demonstrate inclusion of sustainability criteria in procurements.)

Optional: Agencies may insert a brief narrative overview (maximum 300 words) to provide context on past performance and FY 17 strategies.

Sustainable Acquisition Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Establish and implement policies to meet statutory mandates requiring purchasing preference for recycled content products, ENERGY STAR qualified and FEMP-designated products, and Biopreferred and biobased products designated by USDA.	Yes	NARA is currently re-writing agency policy to incorporate these strategies.	Completed by the end of FY17
Establish and implement policies to purchase sustainable products and services identified by EPA programs, including SNAP, WaterSense, Safer Choice, and Smart Way.	No	NARA will begin looking at these strategies in the coming FY.	
Establish and implement policies to purchase environmentally preferable products and services that meet or exceed specifications, standards, or labels recommended by EPA.	Yes	NARA continues to implement all mandated sustainable products in its revision to the procurement guide.	Continually updating of the NARA procurement guide.
Use Category Management Initiatives and government-wide acquisition vehicles that already include sustainable acquisition criteria.	Yes	NARA is continually utilizing of federal strategic sourcing initiatives and improving on how sustainable acquisition requirements are administered.	NARA will continue to maximize savings to effectively accomplish its strategic initiatives concerning sustainable acquisition requirements by leveraging requirements between blanket purchase agreement (BPA), GSA federal schedule (FSS), and government-wide purchase cards (GWPC).
Ensure contractors submit timely annual reports of their BioPreferred and biobased purchases.	Yes	NARA requires all CFM contractors to report on sustainability compliance.	NARA will continue to ensure contractors submit timely annual reports of their Bio-preferred and Bio-base purchase.
Reduce copier and printing paper use and acquiring uncoated printing and writing paper containing at least 30 percent postconsumer recycled content or higher.	Yes	NARA uses post consumer recycled content paper exceeding 30%. Copiers and printers are baseline defaulted to duplex printing	Continuously in progress
Identify and implement corrective actions to address barriers to increasing sustainable acquisitions.	Yes	Acquisitions division continually works on this strategy. NARA has few barriers.	

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Improve quality of data and tracking of sustainable acquisition through the Federal Procurement Data System (FPDS).	Yes	NARA continues to improve quality of data and tracking of sustainable acquisition through the FPDS.	Continually improving quality of data and tracking of sustainable acquisition through FPDS.
Incorporate compliance with contract sustainability requirements into procedures for monitoring contractor past performance and report on contractor compliance in performance reviews.	Yes	NARA continues to improve in implementing FAR sustainability clauses in all applicable contracts.	Continue to include and mandate contract sustainability requirements as well as monitoring contractor performances and reports.
Review and update agency specifications to include and encourage products that meet sustainable acquisition criteria.	Yes	Agency mandates acquisition division to update its specification to include biobased and other designated green products to meet sustainable acquisition criteria.	As part of Archives II LEED certification requirement, NARA reviewed and updated its sustainable acquisition criteria. Agency is continually purchasing biobased and other green products.
Identify opportunities to reduce supply chain emissions and incorporate criteria or contractor requirements into procurements.	No	NARA will begin looking at this strategy in the coming FY.	

Goal 7: Pollution Prevention & Waste Reduction

Pollution Prevention & Waste Reduction Goal

E.O. 13693 section 3(j) requires that Federal agencies advance waste prevention and pollution prevention and to annually divert at least 50% of non-hazardous construction and demolition debris. Section 3(j)(ii) further requires agencies to divert at least 50% of non-hazardous solid waste, including food and compostable material, and to pursue opportunities for net-zero waste or additional diversion.

Reporting on progress toward the waste diversion goal will begin with annual data for FY 2016.

Pollution Prevention & Waste Reduction Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Report in accordance with the requirements of sections 301 through 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (42 U.S.C 11001-11023).	NA	NARA does not produce or store large amounts of chemicals or hazardous materials/waste.	

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Reduce or minimize the quantity of toxic and hazardous chemicals acquired, used, or disposed of, particularly where such reduction will assist the agency in pursuing agency greenhouse gas reduction targets.	Yes	NARA is committed to meet all EO13693 requirements for pollution prevention and waste reduction..	Continually reduce or minimize the use or hazardous chemicals, and replace them with alternatives when feasible.
Eliminate, reduce, or recover refrigerants and other fugitive emissions.	Yes	NARA is continually reducing the need for refrigerants by going to smaller package systems when feasible. Agency recovers and cleans refrigerants whenever service or replacement projects are conducted.	NARA monitors refrigerants as part of the on-going maintenance program. Agency maintains less than 5% annual refrigerant loss.
Reduce waste generation through elimination, source reduction, and recycling.	Yes	Agency follows requirements of EO 13693, which replaces requirement of EO 13423 and EO 13514.	NARA's goal is to reduce waste generated by at least 50% by 2020.
Implement integrated pest management and improved landscape management practices to reduce and eliminate the use of toxic and hazardous chemicals and materials.	Yes	Pest management and landscape management are in place for all NARA maintenance contracts.	NARA requires contractors to submit monthly reports that include all chemicals used. Agency continually monitors and when feasible, replaces toxic chemicals, when a viable alternative exists. Agency uses IPM plan at each site.
Develop or revise Agency Chemicals Inventory Plans and identify and deploy chemical elimination, substitution, and/or management opportunities.	Yes	A tracking system for chemicals is included in all agency's CFM contracts.	CFM contractors are required to submit monthly chemical used reports for NARA's COR to review, monitor, and make suggestions for improvement.
Inventory current HFC use and purchases.	Yes	Completed for LEED certification	
Require high-level waiver or contract approval for any agency use of HFCs.	Yes	Completed for LEED certification	
Ensure HFC management training and recycling equipment are available.	Yes	Completed for LEED certification	

Goal 8: Energy Performance Contracts

Performance Contracting Goal

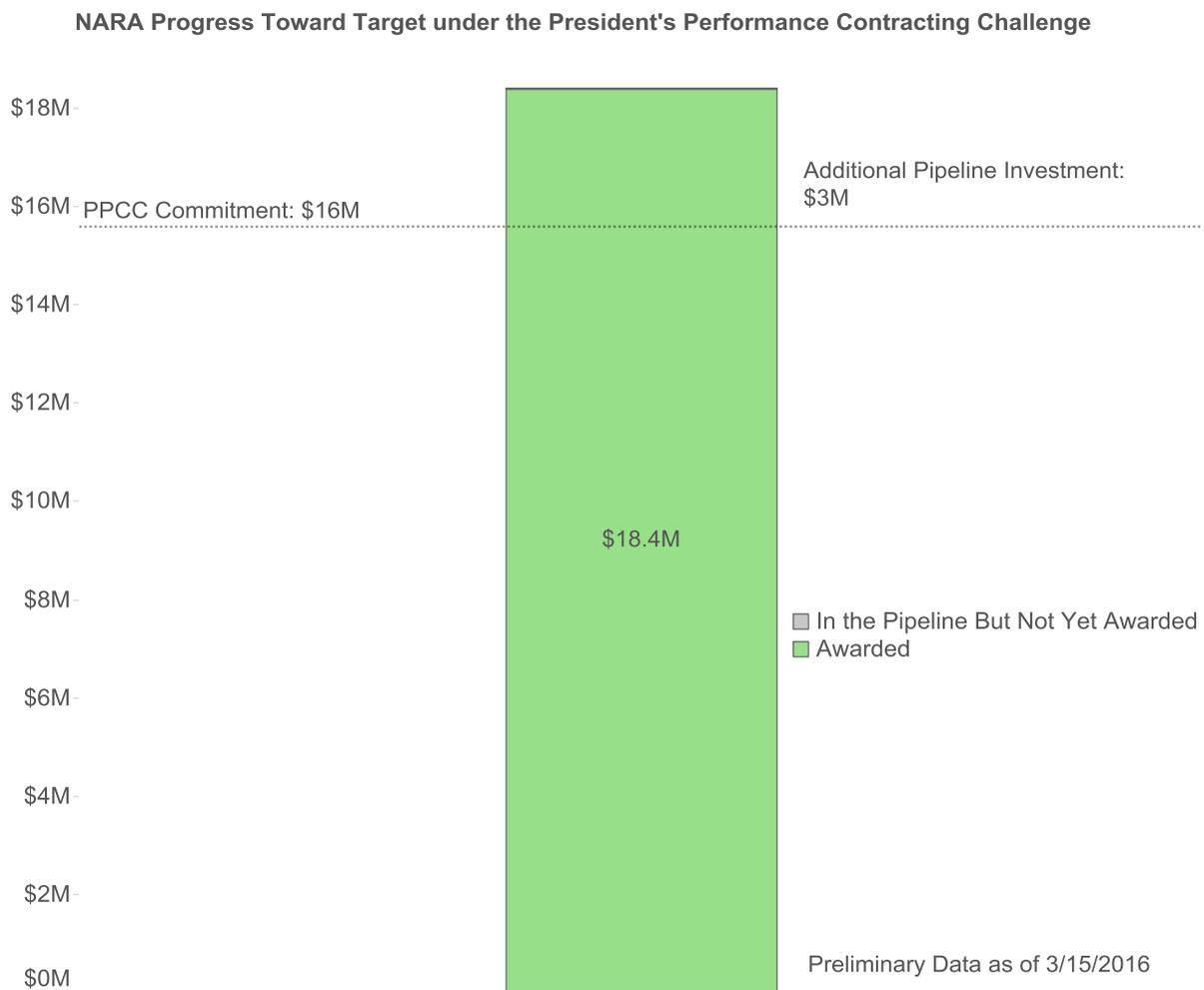
E.O. 13693 section 3(k) requires that agencies implement performance contracts for Federal buildings. E.O. 13693 section 3(k) (iii) also requires that agencies provide annual agency targets for performance contracting. NARA’s commitment under the President’s Performance Contracting Challenge was exceeded in contracts awarded and completed by the end of calendar year 2015. Therefore, agency has no commitment for the next two fiscal years:

FY 2017: \$ 0 (insert target for FY 2017)

FY 2018: \$ 0 (insert target for FY 2018)

Required: NARA completed and exceeded its commitment level to both of the Presidential Challenge goals for the Energy performance contracts. Agency has invested 176% of its FY2015 utility cost for the President’s Performance Contracting challenge.

Chart: Progress Toward Target under the President’s Performance Contracting Challenge



Optional: Agencies may include a brief narrative overview (maximum 300 words) to provide context on performance to date, strategies to achieve the PPCC by December 2016, and strategies to achieve FY 17 and FY 18 targets.

Performance Contracting Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Utilize performance contracting to meet identified energy efficiency and management goals while deploying life-cycle cost effective energy and clean energy technology and water conservation measures.	Yes	This strategy was completed with the recent ESPC for all Presidential Libraries.	
Fulfill existing agency target/ commitments towards the PPCC by the end of CY16.	Yes	Completed in FY14	
Evaluate 25% of agency's most energy intensive buildings for opportunities to use ESPCs/UESCs to achieve goals.	Yes	NARA has evaluated 100% of agency-owned facilities for potential energy savings measures via ESPC projects	Agency continually evaluates each facility for additional energy savings measures.
Prioritize top ten portfolio wide projects which will provide greatest energy savings potential.	Yes	NARA prioritizes ESPC projects based on the greatest savings potential as follows: Archives II, Archives I, Presidential libraries and the Archives at Atlanta.	100% completion of all ESPC projects. Agency continually evaluates each facility for additional energy savings measures.
Identify and commit to include onsite renewable energy projects in a percentage of energy performance contracts.	Yes	NARA included 335 KW of solar/PV in Archives II ESPC contract. This project was completed in 2015	NARA is currently evaluating solar/PV potential for the Archives at Atlanta and some presidential libraries via ESPC contract.
Submit proposals for technical or financial assistance to FEMP and/or use FEMP resources to improve performance contracting program.	Yes	NARA has been using the DOE-FEMP-ESPC program.	Continually using FEMP-ESPC contracts and resources.
Work with FEMP/USACE to cut cycle time of performance contracting process, targeting a minimum 25% reduction.	NA	NARA has already met all PPCC requirements.	
Ensure agency legal and procurement staff are trained by the FEMP ESPC/UESC course curriculum.	Yes	NARA Energy Management team attends FEMP-ESPC on-site and webinar trainings.	100% of facility managers will continue to attend FEMP-ESPC trainings.

Goal 9: Electronics Stewardship & Data Centers

Electronics Stewardship Goals

E.O. 13693 Section 3(1) requires that agencies promote electronics stewardship, including procurement preference for environmentally sustainable electronic products; establishing and implementing policies to enable power management, duplex printing, and other energy efficient or environmentally sustainable features on all eligible agency electronic products; and employing environmentally sound practices with respect to the agency's disposition of all agency excess or surplus electronic products.

Agency Progress in Meeting Electronics Stewardship Goals

If your agency cannot track performance agency-wide, do not fill in a percentage. Instead, under status, note "(Agency) does not have agency-wide systems in place to track performance for this goal."

Procurement Goal:

At least 95% of monitors, PCs, and laptops acquired meets environmentally sustainable electronics criteria (EPEAT registered).

FY 2015 Progress: 100%

Power Management Goal:

100% of computers, laptops, and monitors has power management features enabled.

FY 2015 Progress: 100% of equipment has power management enabled.
0% of equipment has been exempted.

End-of-Life Goal:

100% of electronics disposed using environmentally sound methods, including GSA Xcess, Computers for Learning, Unicorn, U.S. Postal Service Blue Earth Recycling Program, or Certified Recycler (R2 or E-Stewards).

FY 2015 Progress: 100%

Data Center Efficiency Goal

E.O. 13693 Section 3(a) states that agencies must improve data center efficiency at agency facilities, and requires that agencies establish a power usage effectiveness target in the range of 1.2-1.4 for new data centers and less than 1.5 for existing data centers.

Optional: Agencies may insert a brief narrative overview (maximum 300 words) to provide context on past performance and FY 17 strategies.

Electronics Stewardship Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Use government-wide strategic sourcing vehicles to ensure procurement of equipment that meets sustainable electronics criteria.	Yes	NARA currently measures and reports procurement preference on all contracts specifying environmentally preferable electronic products. Agency is committed to meet all EO 13693 requirement.	Maintain 100% compliance.
Enable and maintain power management on all eligible electronics; measure and report compliance.	Yes	NARA policies support power management, duplex printing, and other sustainable features on all new electronic products.	Maintain 100% compliance.
Implement automatic duplexing and other print management features on all eligible agency computers and imaging equipment; measure and report compliance.	Yes	Agency met or exceeded its target goals for power management, duplex printing, and other sustainable features on all new electronic products.	Continually maintaining 100% compliance.
Ensure environmentally sound disposition of all agency excess and surplus electronics, consistent with Federal policies on disposal of electronic assets, and measure and report compliance.	Yes	NARA disposed 100% of its electronic waste products through GSA surplus and recycling programs.	Maintain 100% compliance.
Improve tracking and reporting systems for electronics stewardship requirements through the lifecycle: acquisition and procurement, operations and maintenance, and end-of-life management.	Yes	Agency is tracking and reporting 100% of its electronic inventory.	Continue to improve tracking and reporting system for electronics stewardship requirement.

Data Center Efficiency Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Develop, issue and implement policies, procedures and guidance for data center energy optimization, efficiency, and performance.	Yes	NARA had identified agency core and non-core data and developed a Data Center Consolidation Plan in August 2010.	Continually implementing the Data Center Consolidation Plan to improve data center energy.

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Install and monitor advanced energy meters in all data centers (by fiscal year 2018) and actively manage energy and power usage effectiveness.	Yes	NARA has only one Data center located at Archives II, Collect Park, Maryland. Agency has been installing and monitoring advanced meter in its data center since 2014.	Continue to improve data center energy consumption.
Minimize total cost of ownership in data center and cloud computing operations.	Yes	Agency is continually reducing number of servers to minimize the total cost of its data center.	Continue to improve data center total cost.
Identify, consolidate and migrate obsolete, underutilized and inefficient data centers to more efficient data centers or cloud providers; close unneeded data centers.	Yes	NARA had identified agency core and non-core data and developed a Data Center Consolidation Plan in August 2010.	Continually improving data center efficiency.
Improve data center temperature and air-flow management to capture energy savings.	Yes	Agency is continually reducing number of servers and improving air-flow management in its data center.	Continue to improve data center energy consumption.
Assign certified Data Center Energy Practitioner(s) to manage core data center(s).	NA	NARA does not have large data centers.	

Goal 10: Climate Change Resilience

E.O. 13653, *Preparing the United States for the Impacts of Climate Change*, outlines Federal agency responsibilities in the areas of supporting climate resilient investment; managing lands and waters for climate preparedness and resilience; providing information, data and tools for climate change preparedness and resilience; and planning.

E.O. 13693 Section 3(h)(viii) states that as part of building efficiency, performance, and management, agencies should incorporate climate-resilient design and management elements into the operation, repair, and renovation of existing agency buildings and the design of new agency buildings. In addition, Section 13(a) requires agencies to identify and address projected impacts of climate change on **mission critical** water, energy, communication, and transportation demands and consider those climate impacts in operational preparedness planning for major agency facilities and operations. Section 13(b) requires agencies to calculate the potential cost and risk to mission associated with agency operations that do not take into account such information and consider that cost in agency decision-making.

NARA is developing a new scheme for sustainability to include climate change adaptation, flood risk management, and additional requirements of Executive Order 13693. NARA's goal is to have this completed by the end of the calendar year.

Climate Change Resilience Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Strengthen agency <i>external</i> mission, programs, policies and operations (including grants, loans, technical assistance, etc.) to incentivize planning for, and addressing the impacts of, climate change.	Yes	NARA is updating mission, programs, policies, and operations to reflect climate change adaptation.	NARA is continually upgrading its mission, programs, policies, and operations to meet EO 13653 and EO 13693 requirements.
Update and strengthen agency <i>internal</i> mission, programs, policies, and operations to align with the Guiding Principles, including facility acquisition, planning, design, training, and asset management processes, to incentivize planning for and addressing the impacts of climate change.	Yes	Agency is currently updating policies NARA 503 and NARA 170 to reflect EO 13693 requirements.	Continue to update existing policies with climate change language as they come up for renewal. Any new policies must have climate adaptation language inserted into as required by EO 13653 and EO 13693.
Update emergency response, health, and safety procedures and protocols to account for projected climate change, including extreme weather events.	Yes	Agency is currently updating policies NARA 503 and NARA 170 to reflect EO 13693 requirements.	NARA is continually upgrading its emergency management plan to meet EO 13653 and EO 13693 requirements.
Ensure climate change adaptation is integrated into both agency-wide and regional planning efforts, in coordination with other Federal agencies as well as state and local partners, Tribal governments, and private stakeholders.	Yes	NARA is updating policies to reflect climate change adaptation. NARA regularly networks with other agencies and stakeholders on climate change. LEED principles also help reinforce climate change adaptation planning.	NARA plans to increase the number of LEED certified buildings in its inventory. Most improvements are being done via ESPC projects since traditional funding is limited.
Ensure that vulnerable populations potentially impacted by climate change are engaged in agency processes to identify measures addressing relevant climate change impacts.	Yes	NARA is working with other agencies to address vulnerable populations and potential impacts.	Ongoing
Identify interagency climate tools and platforms used in updating agency programs and policies to encourage or require planning for, and addressing the impacts of, climate change.	Yes	Update presidential library guidance and other policies to reflect the evolving climate change adaptation initiatives.	Continue to update existing policies with climate change language as required by EO 13653 and EO 13693.

Appendix A



NARA FLEET Management and Vehicle Allocation Methodology.pdf



NARA Climate Change & Adaption Plan.pdf



Multimodal Access Plan.pdf