

AIA 2030 Commitment

Sustainability Action Plan



**Architecture
Planning
Interior Design**

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In order to fulfill its commitment to the AIA 2030 Challenge, the HOLT Task Force has developed a long range Sustainability Action Plan that aligns with the 2030 benchmarks for achieving carbon neutrality. The Action Plan will comprise four parts:

- Sustainable Operations – Sustainable operations goals aimed at reducing the negative impact of the firm’s operations.
- Sustainable Design Goals – Design projects to reduce the amount of fossil-fuel based energy used to align with 2030 goals regardless of whether required by the client.
- Staff Training and Education – Ensure staff is invested in the firm’s sustainable design goals and can contribute to the success.
- Business Strategy – Communicate why a sustainable design approach is important and why the firm is qualified.

Sustainable Operations

In the first year of the AIA 2030 Commitment, HOLT has committed to the following goals for sustainable operations of the firm:

Energy Use

- Calculate the firm’s baseline energy intensity.
- Track and report energy use in the office.
- Institute office-wide policy of shutting down computers when leaving the office, and set computers to hibernate after 10 minutes of non-activity.
- Replace remaining CRT monitors with LCD monitors.
- Replace any incandescent lamps with fluorescent lamps.
- Investigate feasibility of replacing studio HID lamps with fluorescent lamps.
- Begin with purchase of 20% green power and establish a timeline for ultimately purchasing 100% green power.

Waste Reduction and Supplies

- Reduce paper consumption by implementing double-sided printing policy.
- Reduce paper consumption by using electronic documentation wherever possible, including meeting agendas and reports, correspondence, design documents, construction drawings and specifications, and submittals during construction.
- Use certified signatures on PDF forms to avoid printing documents for signature.
- Continue firm-wide policy for recycling.
- Purchase environmentally friendly kitchen and cleaning supplies.
- Purchase environmentally friendly office supplies, including recycled paper.
- Purchase environmentally friendly office furniture.

Transportation

- Establish policy for fuel-efficient rental cars for firm travel.
- Support telecommuting options for employees.

Meeting Procedures

- Encourage virtual meetings whenever possible.
- Use paperless technology for meeting agendas, reports, and presentation materials.

Sustainable Design Goals

Although HOLT has a history of successful sustainable design projects, including LEED Platinum, Gold, and Silver certified projects in our portfolio, to comply with the AIA 2030 Commitment the firm must broaden this approach to include all design projects.

Integrated Design Process

- Initiate multidisciplinary collaboration in the design process.
- Integrate design of structure, envelope, and building systems throughout the design process.
- Institute policy that all qualified projects (as determined by the LEED Rating System) are to be designed, at a minimum, to LEED Certification standard, and a minimum of 20% improvement in energy efficiency compared to the ECCCCNYS.

Life-Cycle Analysis

- Evaluate and select materials and systems for life-cycle performance.
- Conduct research to determine best practices for materials and systems.

Evaluation Metrics

- LEED Rating System.
- Green Globes (Green Building Initiative).
- Green Guide for Health Care.

Measurement Standards

- Measurements of performance.
- AIA 2030 reporting system.

Feedback Procedures

- Incorporate meters, sensors, and other measurement devices in building systems.
- Conduct post-occupancy evaluations and document findings.

Staff Training and Education

A critical component of the Action Plan will be ongoing staff research, evaluation, and education to enable the firm to achieve the goals of the 2030 Commitment.

- Provide at least one hour per month of in-house seminars covering basic sustainable design concepts, using the LEED Rating System as a syllabus.
- Ensure staff is invested in the firm's sustainable design goals and can contribute to the success.
- Encourage staff to become LEED Accredited Professionals, and support that effort through payment of fees, time off for testing, and continuing education requirements.
- Encourage and support staff attendance and presentations at conferences and programs focusing on sustainable design.
- Expand staff understanding and knowledge of life-cycle analysis.
- Conduct investigation and research into sustainable design strategies and technologies.

Business Strategy

Develop a business strategy that supports sustainable design, and that communicates why a sustainable design approach is important and why the firm is qualified.

- Rewrite HOLT Mission Statement to take a more assertive stand on sustainability.
- Expand website to provide more educational content on sustainable design, explaining the concern with long-term climate change and diminishing fossil fuel sources, and the AIA 2030 Commitment to carbon-neutrality.
- Develop marketing materials that emphasize the importance of sustainable design and its benefits to clients, their communities, and the environment.
- Select consultants who understand the importance of the AIA 2030 Commitment and support its goals, and who have the technical expertise to design sustainable systems.
- Educate clients in the importance of sustainable design and life-cycle analysis, and encourage their support.
- Work with clients to obtain funding support, such as NYSERDA incentives, for sustainable design initiatives.
- Educate building users and facilities staff in the proper operation of high-performance buildings.