

**Texas Commission on Environmental Quality
New Technology Research & Development (NTRD) Program
Monthly Project Status Report**

Contract Number: 582-11-11141-3264

Grantee: GRIDbot, LLC

Report for the Monthly period: 1/6/2012 – 2/2/2012 **Date Submitted:** 2/3/2012

Section I. Accomplishments

Provide a bulleted list of project accomplishments as well as a description of their importance to the project.

- In January the December Monthly Progress Report and Financial Status Report were prepared and submitted.
- Information sharing and project coordination continues with representatives from City of Houston (COH), Good Company, Houston Advanced Research Center (HARC), GRIDbot, and the TCEQ to provide input on data collection and assessment.
- Staff continues to report any questions or issues with either the charging stations or the vehicles to Good Company. GRIDbot has followed up with solutions or answers on each occasion.
- Turnover of staff has occurred in the COH Fleet Management Division. Good Company, HARC, and GRIDbot met with new COH staff to provide training and overview of the program.
- Purchase/procurement of vehicles has been confirmed, with the VIN numbers provided for the next 12 Nissan LEAFs expected to arrive in February 2012. The final 11 vehicles will be delivered no later than March 31, 2012.
- COH maintenance staff plan on installing the restricted parking and electric charging signs for installation for the Phase 2 location as the additional fleet cars arrive.
- Monthly data continues to be analyzed by HARC, including compiling summary data on charging activity by station and by vehicle.
- Good Company continues to interact with COH staff to obtain information and feedback on the user experience. Nissan has provided COH with training videos that prepare for driving the LEAFs. We will provide supplementary information for user interaction with the GRIDbot stations.
- Good Company has begun the market research for the final report.
- GRIDbot has continued to develop back-office support for the fleet manager, including an on-line reporting system that is accessible through a secure login.
- GRIDkeys or the remote frequency identification (RFID) key fobs that enable access to the charging stations have been sent to COH for the new LEAFs.
- Due to the delay in obtaining vehicles, we have submitted another amendment to the timeline of our project to be completed by June 30, 2012.
- We have decided not to go ahead with the installation of two additional charging stations at the City's Green Building Resource Center. The cost of the extension of our study was part of this decision, but we have been told that the COH does not intend to assign any of the LEAFs at that location, so the additional information we could obtain from this additional site would be minimal.

Indicate which part of the Grant Activities as defined in the grant agreement, the above accomplishments are related to:

- Task 1: Planning and Design – all activities under Task 1 have been completed.
- Task 2: Site Installation and Data Collection – all activities under Task 2 have been completed.
- Task 3: Interim Evaluation of Site all activities under Task 3 have been completed.
- Task 4: Site installation and Data Collection of Site 2 –
 - 2.4.1 the second site was included into one permit with one site plan,
 - 2.4.2 Phase 2 installation has been completed, adding another 14 chargers to make a total of 28. The Request for Amendment was approved to install the final 2 stations budgeted in this grant for the City at an additional site.
 - 2.4.3 The city has completed the selection of the vendors for the additional vehicles and is scheduling the delivery – at least twelve will be delivered in February.
 - 2.4.4 The data collection and analysis is developed and will continue monthly during the demonstration.
 - 2.4.5 The project participants are collecting feedback, providing educational materials. An initial survey is being developed for customer/driver feedback. Online access to reporting for fleet managers is finalized.
- Task 5: Data Collection and Analysis – 2.5.1 project participants continue to monitor and collect data on the usage and performance of the charging stations and vehicles, producing a report to the Fleet Management Department on a monthly basis.
- Reporting continues to meet the requirements under Task 6.

Section II: Problems/Solutions

Problem(s) Identified: Report anticipated or unanticipated problem(s) encountered and its effect on the progress of the project

- a) Additional delay in the vehicle delivery of vehicles has been approved by State Energy Conservation Office (SECO)/Department of Energy (DOE) who is providing matching funds for the vehicles, to be delivered no later than March 31, 2012.

Proposed Solution(s): Report any possible solution(s) to the problem(s) that were considered/encountered

- a) We have confirmed delivery of the next 12 LEAFs is expected in February 2012 and COH staff is ramping up to get drivers assigned and trained.

Action(s) Conducted and Results: Describe the action(s) taken to resolve the problem(s) and its effect

- a) We have submitted a request for amendment on this project to assure we can collect significant data for our project. The VIN numbers have been provided for the next 12 LEAFs, confirming the purchase. Vehicles will be delivered to COH as soon as the inspections are cleared.

Section III. Goals and Issues for Succeeding Period:

Provide a brief description of the goal(s) you hope to realize in the coming period and identify any notable challenges that can be foreseen

- COH anticipates another dozen LEAFs will be delivered and operating on our charging stations in February 2012.
- Data collection will continue on all vehicles with access to GRIDbot chargers.
- HARC will provide internal monthly analysis of vehicle charging, vehicle use and emissions modeling, which will be compiled and become part of the final report.
- Monthly Fleet Manager Reports will be produced by GRIDbot, to report vehicle charging sessions, including length of time charging, electrical consumption, and time of day.
- A User On-line Survey being developed and will be distributed to the drivers to get user feedback from the various participants. This will enable a broader reach for feedback once the additional cars are delivered and drivers assigned.
- Good Company is compiling market data to include in the final report.
- Final work will be completed to provide secure online access to reporting for Fleet Managers.
- Continued reporting of progress on this project.

Date: 02/03/2012

Authorized Project Representative's Signature

NOTE: *Please attach any additional information that you feel should be a part of your report or that may be required to meet the deliverable requirements for tasks completed during this reporting period.*