

**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 **Date**
Monthly period: 11/07/2011 – 12/07/2011 **Submitted:** 12/09/11

Section I. Accomplishments

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

- In November the October monthly Progress Report and Financial Status Report were prepared and submitted. Our Request for Amendment and corresponding Amended Budget and Timeline were approved by TCEQ.
- Information sharing and project coordination continues with representatives from City of Houston (COH), Good Company, Houston Advanced Research Center (HARC), GRIDbot, and TCEQ to provide input on updated planning, data collection, and installation and to keep the project on line.
- Staff continues to report any questions or issues with either the charging stations or the vehicles. GRIDbot has followed up with solutions or answers on each occasion.
- COH maintenance staff will be installing the restricted parking and electric charging signs for installation for the Phase 2 location as the additional fleet cars arrive.
- Interim data collection and monthly reporting of the vehicle charging has been established and will continue through the duration of this project. Monthly data continues to be analyzed by HARC, including compiling summary data on charging activity by station and by vehicle.
- COH purchasing is completing the negotiations for the additional vehicles.
- Good Company continues to interact with COH staff to obtain information and feedback on the user experience. Fleet Management continues to send user information by email to the various drivers through a user-group for direct communication with this group of employees.
- The discussion with COH staff is ongoing to facilitate the installation of two additional charging stations at the COH's Green Building Resource Center to further support the COH's Electric Vehicles.
- GRIDbot has continued to develop back-office support, including an on-line reporting system that is accessible through a secure login, for the fleet manager. This site is being reviewed by COH Fleet Management Staff to provide user feedback.

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 completing their purchasing negotiations.
- 2.4.4 The data collection and analysis is developed and will continue during the demonstration.
- 2.4.5 The project participants are collecting feedback, providing educational materials. An initial survey is being developed and online reporting to fleet managers being tested.
- 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

None

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

N/A

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

N/A

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 is negotiating the purchase and delivery of 23 more electric vehicles. We hope to have firm delivery dates soon.
- 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 provided to TCEQ.
- 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. These will also be provided to TCEQ.
- Good Company and GRIDbot are working to get bids for the installation of two charging stations at the third location.
- A User On-line Survey will be developed and distributed to the drivers to begin 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.
- Continued reporting of progress on this project.

Date: 12/08/2011

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.*