

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:** 9/09/2011- 10/07/2011

**Date
Submitted:** 10/07/11

Section I. Accomplishments

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

- In September the August 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 Consortium (HARC), GRIDbot, and the TCEQ along with several contractors, to provide input on updated planning, data collection, installation and keeping the project on line.
- The remaining 14 units were permitted, installed, and inspected and are now operational at the site. This completes Phase 2 of the installation.
- Good Company continues to collect information to include in the owner's manual which will be provided to the COH before the end of the project.
- 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.
- Security cameras are installed and fully functional for both rows of chargers, with on-screen 24 hour observation by both the Parking Management and the Parking Security Departments. Security is currently dispatching staff to investigate if they see anyone in the area that should not be there.
- HARC has established access to Nissan's onboard systems and is now able to incorporate this information from the vehicles into their modeling.
- Interim data collection is completed and monthly reporting to fleet management staff began with the month of September.
- COH released the Request for Proposals (RFP) for 23 more electric vehicles to be purchased before the end of the calendar year. The RFP is now closed and purchasing is expected to follow in October as vehicles are available and contracts completed.
- Good Company continues to interact with COH staff to obtain information and feedback on the user experience.
- Press event coordinated with the Mayor's office and other electric vehicle vendors was held on September 8, 2011. We demonstrated two GRIDbot stations, provided equipment information and materials, and a press release to highlight the project with the COH. Project participants were

available at the event and at installation site following the event. TCEQ was recognized for funding the project at this event and in various press releases. The event was well attended.

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 – Site 1 - 2.2.1 installation completed, 2.2.2 materials have been developed for COH staff, and 2.2.3 vehicles have been identified to relocate to the fleet charging location and the City has taken delivery of the first two Nissan LEAF's. They have assigned 5 drivers to each LEAF at this time due to insurance limitations. The initial tests of the data collection equipment 2.2.4 have been completed - requiring some adjustments to data collection and sharing. User Feedback from vehicle and station users 2.2.5 continues to be directed to Good Company for documentation or solutions.
- Task 3: Interim Evaluation of Site 1 - 2.3.1 costs have been compiled for analysis and installation diagrams have been finalized, 2.3.2 customer interface changes have been implemented in conjunction with policy changes by the COH fleet management team, and 2.3.3 the second installation site location has been identified. Information is being compiled 2.2.4 to include in the operation or owner's manual.
- 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.
- 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 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) Wheel stops were installed with glue, as recommended by the installation contractor. Several of the stops have come loose and have required re-gluing.

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

- a) Good Company met with the Parking Garage Management and discussed other options that may be available to secure these wheel stops.

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

- a) Parking Garage Management has agreed to take responsibility for maintenance and for re-securing the stops with a different adhesive. They will continue to inspect the stops on a regular basis, to be sure that they are secure.

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

- Good Company has planned the in-service training for various department staff on October 18, 2011, to include Fleet Management, Parking Management, Security and Maintenance Departments.
- COH released the RFP for 23 more electric vehicles to be purchased before the end of the calendar year. The RFP is now closed and purchasing is expected to follow in October, as vehicles are available and contracts completed.
- GRIDbot will finalize the Fleet Manager Reporting template and review with the COH staff to be sure it addresses all their reporting and operational needs.
- GRIDbot will finalize installation diagrams and materials, and establish best practices and relative costs for future projects.
- GRIDbot will work with Good Company to develop a City of Houston owner's manual that includes installation, operation and electrical drawings.
- HARC will be purchasing and installing additional data-loggers.
- Data collection will continue on all vehicles with access to GRIDbot chargers.
- The project team will evaluate whether enough data can be collected by the end of the calendar year, to produce the final report. It may be necessary to extend the time-line of the project by 30-60 days, depending on the delivery of the remaining vehicles. Decisions on budget adjustments and time-line adjustments will be made in October.
- Continued reporting of progress on this project.

Date: _____

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.*