

**Oper18 GREENHOUSE GAS EMISSIONS REDUCTION FUND  
Quarterly Progress Report Form**

*This report covers activities for November & December, 2010 and January 2011.*

***Instructions:***

- *Please refer to Exhibits A & B of your contract.*
- *Exhibit A outlines the tasks that you agreed to complete. **Your report should explain the work done on each task to date and the percentage of completion.***
- *Exhibit B refers to your payment schedule. Invoices will not be processed without supporting documentation on hours worked. Payment will only be made on work that relates to the contract.*
- *Please submit the report electronically in a Word format. This will allow us to cut & paste for program summaries. Attachments and supporting documents can be provided in hard copy, but pdf versions, where appropriate, are greatly appreciated.*

1. Program Title: City of Rochester, New Hampshire Wastewater Treatment Facility – Replacement of Aeration Blower. Vendor No. 177467.

2. Program Type 5 - Energy efficiency related industrial process and control systems

3. Summary of work completed during this reporting period **November 1, 2010 through January 31, 2011.**

- *Provide a summary of activities relevant to this grant using Exhibit A of your contract as an outline.*

Task 1: Design the overall system for the replacement blower.

Work completed under this tasks includes:

- The blower head was shipped to Missouri.
- Final fabrication of blower in Missouri has been ongoing.
- Additional shop drawings from the manufacturer have been submitted and reviewed.

- *For each task, please provide an estimate of the percentage of work completed,*

Task 1: Design the overall system for the replacement blower.

This task is 100% complete.

Task 2: Perform necessary system modifications for piping, control systems and structural support.

This task has not yet begun – 0% complete

Task 3: Remove one existing constant speed positive displacement blower.

This task has not yet begun – 0% complete

Task 4: Install the new blower.

This task has not yet begun – 0% complete

- *Discuss any benefit your activities may have had for low income residents.*  
Activities to date have not benefited low income residents. Benefits will be realized once the system is activated.
- *Note any problems or delays.*  
There have been no problems or delays to date.

- *Note any deviation from the work-plan. **If you have a deviation from the plan, you should contact us before proceeding.***

There have been no deviations from the work plan.

4. Summarize work to be completed next quarter: **February 1, 2011 – April 30, 2011.**

Task 1: Design the overall system for the replacement blower.

Sign installation contract between the City and Apex Construction.

Demolish existing blower.

Witness test final assembly and control systems for new blower at Missouri factory.

5. Please document any jobs created.

No jobs have been created to date.

6. Explain any obstacles encountered or any milestones not reached.

No obstacles have been encountered and milestones are being met.

7. If applicable, in a section labeled *Beyond the Contract* (or some other well defined title), please report other activities, partnerships, funding or other synergies that have occurred as a result of this funding.

Not applicable.

8. If applicable, please include brochures, workshop announcements, or other materials developed to promote your grant activities. Attachments (and other documentation) are appreciated.

Not applicable.

9. Budget vs. Actual Expenditures: (if you have included this with your invoicing, there is no need to repeat for the quarterly report.) *Using the budget you submitted for the final approved grant proposal, please add a column and provide actual expenditures as well as match dollars for this quarter. (Save this worksheet for future reporting as we will want to see your quarterly expenditures as the project continues.)*

This was included with invoices.