

STEAM TRAP SURVEY VOUCHER

NC DEPARTMENT OF ADMINISTRATION  
STATE ENERGY OFFICE

VOUCHER NO. \_\_\_\_\_

**FACILITY RECEIVING SURVEY:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_, N.C. **ZIP:** \_\_\_\_\_  
**AUTHORIZED REPRESENTATIVE:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_  
**PHONE (\_\_\_\_):** \_\_\_\_\_ **NO. OF EMPLOYEES:** \_\_\_\_\_ **APPROX. FACILITY SQ. FT.** \_\_\_\_\_

**SECTION 1: STATE ENERGY OFFICE’S FINANCIAL RESPONSIBILITIES:**

The Energy Office’s financial responsibilities shall be limited to:

- 1. Payment to the survey company in an amount calculated to be the lesser of a) 80% of the standard rate of \$10.00 per steam trap for the first 500 steam traps surveyed and 50% of the standard rate of \$10.00 per steam trap for the second 500 steam traps surveyed and \$2.00 for steam traps located, identified and tagged, but not tested (the combination of which shall not exceed 1,000 traps) or b) the amount approved by this Voucher based on the estimated number of steam traps to be surveyed. **Note: in no case shall the Energy Office’s participation exceed \$6,500**
- 2. All costs charged by the steam trap survey company in excess of the amount to be paid by the Energy Office shall be the sole responsibility of the facility receiving the survey. Upon completion of the sections entitled “Certificate of Completion” and “Certificate of Acceptance” and approval by the Energy Office, this Voucher shall serve as authorization for payment.

**SECTION 2: STEAM TRAP SURVEY COMPANY’S RESPONSIBILITIES:**

A competent surveyor with a survey team will examine the facility steam traps in order to uncover failed or non-operating traps and provide the following services:

- 1. Locate, identify and tag all the steam traps located within your facility.
- 2. Provide steam trap log including such information as operating status, model number, manufacturer, trap type, pressures and a description of trap location (trap map) if one does not exist. The surveyor(s) shall utilize a combination of testing methods including but not limited to: test valve method, listening device test, pyrometer method, and visual observation.
- 3. Test all steam traps wherever possible and tag those traps that are not operating properly.
- 4. Instruct plant maintenance personnel in proper testing methods.
- 5. Note specific problems such as water hammer, improper sizing of condensate return systems and poorly designed piping configurations.
- 6. Provide report of surveyed traps, including operating status, condition of each trap, those traps needing repair or replacement, and inlet and outlet pressures.
- 7. Develop a testing schedule for maintenance personnel including a Steam Trap Maintenance Record to assist in establishing a continuing Preventive Maintenance Program.
- 8. The surveyor shall submit two (2) copies each of a written Survey Report of the findings and recommendations and a Cost Summary Report which will provide a listing of the cost of steam loss due to defective traps, cost estimates of repairing or replacing defective traps and economic payback period within 14 days following the initial site inspection.

**SECTION 3: SURVEY RECIPIENT’S RESPONSIBILITIES:**

By signing this Voucher, the survey recipient agrees to the following:

- 1. Upon authorization of this Voucher by the Energy Office, the survey recipient is authorized to independently secure a steam trap survey from any one of the approved participating steam trap survey companies listed below:

<u>NAME</u>	<u>CONTACT</u>	<u>PHONE</u>
Enercheck Systems, Inc.	Bruce H. Gorelick, Vice-President	(704) 841-9550
Hickory Industrial Sales, Inc.	Gene Smith, President	(828) 437-7146
Spirax Sarco, Inc.	Bryan Johnson	(910) 262-2255

The survey companies listed above may charge a rate per steam trap survey that exceeds the Energy Office’s standard rate of \$10.00. The additional cost must be borne by the facility receiving the survey.

- 2. The survey recipient agrees to issue a Purchase Order to the survey company and provide all funds necessary to support costs of services provided in excess of that agreed to by the Energy Office in this Voucher.
- 3. To provide at least one person from the maintenance staff to work with the surveyor, both to provide assistance concerning the layout and operations of the facility and to serve as trainee on steam trap testing.
- 4. To have all of the steam traps located within this facility tested. This may require bringing steam traps on-line that would not ordinarily be operating at that time.

