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Utah Fuels for Schools and Beyond Coordinator:
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Fuels for Schools and Beyond Wood Energy Program

PRE-FEASIBILITY ASSESSMENT FORM

Date: _____
 Person filling out form: _____
 Facility: _____
 County: _____
 State: _____
 Phone: _____
 Fax: _____

Mailing Address: _____

 Contact Person: _____
 Phone: _____
 Fax: _____

I. SCHOOL/FACILITY INFORMATION

Check one:
 Elementary
 Middle school / Junior High
 High School
 Other:
 (describe): _____

Size of facility: _____ (sq. ft. heated space)
 No. of students: _____
 Year of construction: _____
 Year(s) of major renovation(s): _____ Next planned renovation: _____
 No. of floors: _____
 No. of Buildings: _____

II. HEATING SYSTEM

Configuration (check one or more):
 Heating plant in one location
 Different heating plants in different locations;
 How many?: _____
 Individual, room-by-room heating systems
 Boiler room accessible to vehicles
 How is heat delivered to rooms? (check all applicable):
 Hot water
 Steam
 Ducted air
 Electric heat

Capacity (Btu or kW) _____
 How is space heat generated? (check all applicable):
 Hot water boiler
 Warm air furnace (in mechanical room)
 Gas duct heaters or roof-top systems
 Steam boiler
 Electric Boiler
 Electric baseboard
 Electric duct coils
 Electric furnace
 Heat pumps

Describe locations of different parts of the heating system and what building areas are served:

What fuels are used? (check all applicable):
 Natural gas
 LP gas (propane)
 No 2 fuel oil/ Diesel
 Other; Type: _____

Describe fuel storage (number, capacity, location of tanks):

 Is this fuel also for: other uses just space heating

DOMESTIC HOT WATER

Uses of domestic hot water (check all applicable):

- Lavatories
- Kitchen (for regular hot lunch program)
- Gym showers: Heavily used? Yes No
- Other large uses: _____

What fuels are used? (check all applicable):

- Natural gas No 2 fuel oil
- LP gas (propane) Diesel
- Electric Other; Type: _____

Type of system (check all applicable):

- Single tank-type heater
- Multiple tank-type heaters
- Off heating boiler, with separate storage tank
- Hot water generator with separate storage tank
- Other; Type: _____

Describe location of heater(s), including areas/used served:

Describe fuel storage (number, capacity, location of tanks):

III. OTHER INFORMATION

Provide any other information that will help us understand your space heating and domestic hot water systems (attach additional sheets as needed):

IV. BUILDING ENVELOPE

- Single pane glass Double pane glass
- Wall type _____ Insulation value _____
- Roof type _____ Insulation value _____

Please provide drawings of your facility:

- Architectural Mechanical Electrical

V. FUEL RECORDS

- Attach a three-year account history for each fuel delivered to the school from ___/___/20___ to ___/___/20___. Include delivery date, gallons (fuel oil or propane) or decatherms (natural gas or propane) and invoiced cost.
- If electric heat is a major heat source for the school; supply monthly electric billing records, including kilowatt hour usage and cost and (if applicable) monthly peak demand in KW.
- Also attach electric billing history if electric water heaters are used for major domestic hot water loads (excluding lavatories).

– OR –

- I authorize CTA Architects Engineers to access electronic copies of our facility's fuel records from our energy provider.
- Signature: _____ Date: _____
- Name of Energy Provider: _____ Account # _____

VI. WOOD FUEL COSTS (To be filled in by state Fuels for Schools coordinator)

- Wood pellet cost delivered to school/facility \$ _____/ton.
- Wood chip cost delivered to school/facility \$ _____/ton.
- Distance to nearest wood pellet and wood chip suppliers? _____
- Can wood chips be stockpiled on site or at a nearby facility? _____