

Commercial Boiler Maintenance Checklist

For Facility Managers

Florida-Specific Maintenance for Salt Air, Humidity & Hard Water Protection

Company Name:

Date:

Boiler ID/Location:

Technician:

Daily Tasks *(Operator Checks - 10 mins)*

Done	Task	Notes
<input type="checkbox"/>	Record water level in gauge glass (Low level is an emergency!)	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	"Blow Down" the LWCO per manufacturer specs (tests operation)	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	Visually inspect flame stability and color	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	Check for leaks (water, fuel, steam)	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	Log operating pressures, temperatures, fuel pressure, stack temperature (Rising stack temp signals fouling)	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	Verify make-up water meter reading (High usage indicates leaks)	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	Check chemical feed system operation and chemical levels	<input style="width: 100%; height: 20px;" type="text"/>

Weekly Tasks *(Operator/Technician - 30-60 mins)*

Done	Task	Notes
<input type="checkbox"/>	Test operation of LWCO (simulate low water condition)	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	Test safety shutdown controls (high limit, pressure/temp)	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	Wipe down boiler, controls, and pumps (prevent dust/grime buildup)	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	Check oil strainers/filters (if oil-fired)	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	Verify combustion air intake is clear	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/>	Inspect pump seals for leaks, check lubrication	<input style="width: 100%; height: 20px;" type="text"/>

Monthly Tasks *(Technician - 1-2 hours)*

Done	Task	Notes
<input type="checkbox"/>	Clean feedwater strainer	<input style="width: 100%; height: 20px;" type="text"/>

<input type="checkbox"/>	Clean combustion air fan/filter	<input type="text"/>
<input type="checkbox"/>	Inspect and clean burner diffuser/nozzle (oil) or burner orifice (gas)	<input type="text"/>
<input type="checkbox"/>	Check for flue gas leaks at breeching/stack connections	<input type="text"/>
<input type="checkbox"/>	Test operation of fuel pressure/airflow switches	<input type="text"/>

Frank Gay Commercial Tip: Lubricate dampers and linkages with high-temp grease

Quarterly/Semi-Annual Tasks (Frank Gay Commercial Technician - 3-4 hours)

Done	Task	Notes
<input type="checkbox"/>	Combustion Efficiency Tune-Up: Measure O2, CO, CO2, smoke, stack temp. Adjust air/fuel ratio for peak efficiency and safety	<input type="text"/>
<input type="checkbox"/>	Fireside Cleaning: Brush/vacuum soot from tubes, combustion chamber, and heat exchanger surfaces (Soot is an insulator and fire hazard)	<input type="text"/>
<input type="checkbox"/>	Inspect refractory for cracks/spalling; patch immediately	<input type="text"/>
<input type="checkbox"/>	Check safety valve operation (manual lift test)	<input type="text"/>
<input type="checkbox"/>	Inspect electrical connections for corrosion/tightness	<input type="text"/>
<input type="checkbox"/>	Verify calibration of all controls and gauges	<input type="text"/>
<input type="checkbox"/>	Test Backup Fuel System (if applicable)	<input type="text"/>

Annual Tasks (Frank Gay Commercial Comprehensive Service - Full Day)

Done	Task	Notes
<input type="checkbox"/>	Perform all Quarterly tasks	<input type="text"/>
<input type="checkbox"/>	Waterside Inspection & Cleaning: Cool boiler slowly. Drain, open manways/handholes. Inspect tubes, shell, drums for scale, corrosion, and pitting (Florida's hard water makes rigorous descaling vital). Hydro-jet clean if needed	<input type="text"/>
<input type="checkbox"/>	Inspect/clean condensate receiver and pumps (steam)	<input type="text"/>
<input type="checkbox"/>	Remove, inspect, and clean LWCO probe/pump assembly	<input type="text"/>
<input type="checkbox"/>	Disassemble, inspect, and repack water recirculating pumps	<input type="text"/>
<input type="checkbox"/>	Check/clean heat exchanger surfaces thoroughly	<input type="text"/>

Schedule Your Boiler Service Today!

Schedule your Boiler Inspection, Maintenance, or Repair with Florida's Commercial Boiler Experts Today!