



Summer Building Maintenance Checklist

Rising temperatures, heavy humidity, and powerful storms can all create challenges during the summer for buildings. Use our expert checklist to ensure your maintenance is in order this season, and be sure to contact your preferred service professional for more in-depth assistance.

Optimize Your HVAC System

- **Adjust thermostats:** Set to slightly higher, comfortable temperatures to ease system strain and cut energy costs.
- **Check humidity:** Use dehumidifiers as needed, but avoid over-drying to protect air quality and equipment.
- **Improve air quality:** Ensure ventilation and filtration systems are clean and working properly.
- **Replace filters:** Swap out air filters every 1–2 months to handle increased pollen and dust.
- **Inspect hidden areas:** Look for leaks or obstructions in attics, crawl spaces, and ductwork.
- **Clear outdoor units:** Remove plants, leaves, and debris for better airflow and efficiency.

From Our Experts: Professional HVAC Services

Important maintenance to have done by a professional often includes:

- Evaporator and condenser coil cleaning for optimal heat exchange.
- Duct inspections to identify leaks or blockages.
- Condensate drain and pan cleaning to prevent water damage.
- Electrical system testing and tightening of connections.
- Lubrication of all moving components.
- Thermostat calibration for accurate readings.
- Refrigerant level checks and leak detection.
- Seasonal system adjustments and maintenance recordkeeping.

Off-Season Boiler Maintenance Checklist

- Inspect for leaks or corrosion.
- Check for pressure irregularities or faulty gauges.
- Clean burners and heat exchangers.
- Test safety valves and low water cutoffs.
- Schedule annual servicing now to keep your system running reliably when it's needed most.



Summer Plumbing Maintenance

- Conduct routine inspections of sinks, toilets, and appliances.
- Clear drains to prevent stormwater backups.
- Monitor pipes for stress or leaks caused by temperature fluctuations.
- Inspect irrigation systems for hidden leaks and ensure they are operating efficiently.
- Flush water heaters periodically to remove sediment buildup and improve performance.
- Test sump pumps to make sure they can handle sudden downpours.

Structural Maintenance Tasks

- Replace worn weatherstripping around doors and windows.
- Clean gutters and downspouts to ensure water is diverted away from foundations.
- Inspect roofing, flashing, and skylights for damage or missing materials.
- Monitor wooden or composite materials for signs of swelling, discoloration, or cracking.

Additional Building Considerations

- Enclose or relocate equipment: Minimize internal heat gain by packaging large, heat-generating devices outdoors.
- Upgrade insulation and reflectivity: Roof coatings, window films, and additional insulation can reduce energy use and HVAC strain.
- Inspect lighting systems: Heat and humidity can shorten the life of some lighting fixtures, especially in high-heat zones.
- Optimize schedules: Ensure lighting, HVAC, and other equipment aren't running when not needed, especially in unused spaces.

BONUS: General Safety Tips

- ✓ Maintain safe indoor temperatures for all staff and occupants.
- ✓ Use slip-resistant mats near building entrances during storms.
- ✓ Test smoke, fire, and carbon monoxide alarms as part of routine checks.
- ✓ Inspect emergency lighting and exit signage to ensure visibility and code compliance.

PARTNER WITH RBI FOR RELIABLE SUMMER MAINTENANCE

Whether you need HVAC optimization, plumbing upgrades, boiler servicing, or indoor air quality solutions, we provide responsive, knowledgeable support backed by field-proven expertise.