

RATING RUBRIC AND CATEGORY WEIGHTS v.6/9/2021

Process

1. The assessor views the visible evidence of maintenance effectiveness on the building systems within a category and compares the evidence against the criteria in the Rubric for each rating in order to identify and assign the rating that best fits the evidence that is visible.
2. The rating (Superior = 1.0; Good = .85; Adequate = .75; Not Adequate = .65; and Poor = .55) is multiplied by the weight for that category (ranging from 3 to 10), which results in a score for the category.
3. If there is a minor or major deficiency assessed in the category, the category score is reduced by 34% or 100% respectively.
4. The scores for the categories are added up to generate a total raw score on a 146-point scale, which is then converted into a scaled score on a 100-point scale. If a category is skipped because it is not applicable for the facility being assessed, the weight for that category is deducted from the raw score scale so that the skipped category neither helps nor hurts the final score.
5. The scaled score generates an overall rating on the following scale: 90%-100% = Superior; 80%-89% = Good; 70%-79% = Adequate; 60%-69% = Not Adequate; and 0%-59% = Poor.

Rubric

Site Exterior		
Assessment Category/ Weight	Rating	Criteria
Roadways, Parking Lots, & Walkways (5)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Evidence of issues that may require repairs but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs, such as visible settlement or structural defects; or • Evidence of inconsistent custodial or maintenance practices.

	Poor:	<ul style="list-style-type: none"> • Evidence of issues requiring extensive repairs or replacement, such as significant settlement or structural defects; or • Evidence of consistently sub-standard custodial or maintenance practices.
Grounds (3)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Evidence of issues that may require repairs but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs, such as significant degradation; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Evidence of issues requiring extensive repairs or replacement, such as pest-related or structural problems; or • Evidence of consistently sub-standard custodial or maintenance practices.
Positive Site Drainage Away from Structure(s) (8)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Evidence that site drainage is functioning to prevent moisture-related issues from affecting structures; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or functioning; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Evidence that site drainage is functioning such that any moisture-related issues such as pooling are not posing significant immediate threat to structures; • Evidence of issues that may require repairs but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of significant moisture-related issues such as water pooling against foundations; • Evidence of issues requiring significant repairs; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Evidence of severe deterioration or structural issues; • Evidence of issues requiring extensive repairs or replacement; or

		<ul style="list-style-type: none"> • Evidence of consistently sub-standard custodial or maintenance practices.
Playgrounds, Equipment, & Fields (4)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Evidence of issues that may require repairs but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs, such as settlement or structural defects; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Evidence of issues requiring extensive repairs or replacement, such as extensive settlement or structural defects; or • Evidence of consistently sub-standard custodial or maintenance practices.
Relocatables & Additional Structures (6)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Structurally sound and weatherproof, with all utilities functioning; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Structurally sound and weatherproof, with all utilities functioning; • Evidence of issues that may require repairs but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs, such as ineffective weatherproofing or significant wear and tear that affects intended uses; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Evidence of issues requiring extensive repairs or replacement, such as extensive wear and tear or structural defects; or • Evidence of consistently sub-standard custodial or maintenance practices.

Building Exterior		
Assessment Category/ Weight	Rating	Criteria
Exterior Structural & Finishes (6)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Structurally sound and weatherproof; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Structurally sound and weatherproof; • Evidence of issues that may require repairs but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs, such as ineffective weatherproofing or significant wear and tear that affects intended uses; • Evidence of debris or the presence of pests; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Not sound or functioning as designed; • Evidence of issues requiring extensive repairs or replacement, such as erosion, extensive wear and tear, or structural defects; or • Evidence of consistently sub-standard custodial or maintenance practices.
Roof Drains, Gutters, & Downspouts (7)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • All flashing and penetrations are intact; • No signs of significant wear, tear, or deterioration; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • No signs of significant wear, tear, or deterioration; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs or cleanup, such as significant signs of wear and tear or defects that may affect the structure or grounds; or • Evidence of inconsistent custodial or maintenance practices.

	Poor:	<ul style="list-style-type: none"> • Not functioning as designed; • Evidence of issues requiring extensive repairs or replacement, such as significant defects or damage that, if not addressed, are likely to cause damage to the structure or grounds; or • Evidence of consistently sub-standard custodial or maintenance practices.
Windows, Caulking, & Skylights (3)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Installation is secure, complete, weatherproof, watertight, with sound flashing and sealing around the openings and penetrations; • No signs of significant wear, tear, or deterioration; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Installation is secure, complete, weatherproof, watertight, with sound flashing and sealing around the openings and penetrations; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs or cleanup, such as visible settlement or structural defects; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Evidence of issues requiring extensive repairs or replacement, such as significant settlement or structural defects; or • Evidence of consistently sub-standard custodial or maintenance practices.
Entryways & Exterior Doors (7)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Installation is secure, complete, weatherproof, watertight, and functions as intended; • No signs of significant wear, tear, or deterioration; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Installation is secure, complete, weatherproof, watertight, and functions as intended; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.

	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs or cleanup, such as visible settlement or structural defects; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Evidence of issues requiring extensive repairs or replacement, such as significant settlement or structural defects; or • Evidence of consistently sub-standard custodial or maintenance practices.
Roofs, Flashing, and Gravel Stops (7)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Installation is secure, complete, weatherproof, watertight, and all flashing, penetrations, and gravel stops are intact; • Positive drainage with no backups or ponding; • No signs of significant wear, tear, or deterioration; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Installation is secure, complete, weatherproof, watertight, and all flashing, penetrations, and gravel stops are intact; • Positive drainage with no backups or ponding; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs or cleanup, such as visible settlement or structural defects; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Not sound or watertight; • Evidence of issues requiring extensive repairs or replacement, such as significant defects or damage that, if not addressed, are likely to cause damage to the structure or grounds; or • Evidence of consistently sub-standard custodial or maintenance practices.

Building Interior		
Assessment Category/ Weight	Rating	Criteria
Interior Doors, Walls, Partitions, & Finishes (3)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • No signs of significant wear, tear, or deterioration; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs or cleanup, such as cracking or significant deterioration; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Evidence of issues requiring extensive repairs or replacement, such as structural defects; or • Evidence of consistently sub-standard custodial or maintenance practices.
Floors (3)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • No signs of significant wear, tear, or deterioration; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs or cleanup, such as loose or missing materials or significant deterioration; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Evidence of issues requiring extensive repairs or replacement, such as structural defects; or • Evidence of consistently sub-standard custodial or maintenance practices.

Interior Cleanliness & Appearance (incl. of Equip. Rooms) (6)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • All safety requirements are met and there are no egress or equipment obstructions; • Proper signage is present; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • All safety requirements are met and there are no egress or equipment obstructions; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • One or more safety requirements are not met or there are egress or equipment obstructions; • Evidence of issues requiring significant repairs or cleanup; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • One or more safety requirements are not met or there are egress or equipment obstructions; • Evidence of issues requiring extensive repairs or replacement, such as structural defects; or • Evidence of consistently sub-standard custodial or maintenance practices.
Ceilings (3)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • No signs of significant wear, tear, or deterioration; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Evidence of issues requiring significant repairs or cleanup, such as loose or missing materials or significant deterioration; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Evidence of issues requiring extensive repairs or replacement, such as structural defects; or • Evidence of consistently sub-standard custodial or maintenance practices.

Interior Lighting (5)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Virtually no instances of missing covers, failing ballasts, and nonfunctional bulbs or lamps; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Few instances of missing covers, failing ballasts, and nonfunctional bulbs or lamps; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Many instances of missing covers, bad ballasts, or nonfunctional bulbs or lamps; • Evidence of issues requiring significant repairs or replacement; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Many instances of missing covers, bad ballasts, or nonfunctional bulbs or lamps; • Evidence of issues requiring extensive repairs or replacement; or • Evidence of consistently sub-standard custodial or maintenance practices.

Building Equip. & Systems		
Assessment Category/ Weight	Rating	Criteria
HVAC: Forced-air Heating, Ventilation, & Air Cond. (incl. Filters) (10)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Evidence of systems functioning normally with no signs of corrosion, collapsed or missing filters, leaks, or activated alarm indicators; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Evidence of systems functioning normally with few signs of corrosion, collapsed or missing filters, leaks, or activated alarm indicators; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • System is not functioning as intended; • Evidence of significant signs of corrosion, collapsed or missing filters, leaking, or activated alarm indicators; • Evidence of issues requiring significant repairs or replacement; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • System is nonfunctional or unsafe to operate; • Evidence of extensive signs of corrosion, collapsed or missing filters, leaking, or activated alarm indicators; • Evidence of issues requiring extensive repairs or replacement; or • Evidence of consistently sub-standard custodial or maintenance practices.
Electrical Distribution & Service Equipment (3)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Evidence of systems functioning normally with no signs of deterioration or damage; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.

	Adequate:	<ul style="list-style-type: none"> • Evidence of systems functioning normally with few signs of deterioration; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Systems are not functioning as intended; • Evidence of significant signs of wear, tear, or deterioration; • Evidence of issues requiring significant repairs or replacement; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • System is nonfunctional or unsafe to operate; • Evidence of extensive signs of wear, tear, or deterioration; • Evidence of issues requiring extensive repairs or replacement; or • Evidence of consistently sub-standard custodial or maintenance practices.
Boilers, Water Heaters, Steam, & Hot-water Distribution (8)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Evidence of systems functioning normally with no signs of deterioration, corrosion, leaks, or delivery issues; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Evidence of systems functioning normally with few signs of deterioration, corrosion, leaks, or delivery issues; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Systems are not functioning as intended; • Evidence of significant deterioration, corrosion, leaks, or delivery issues; • Evidence of issues requiring significant repairs or replacement; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • System is nonfunctional or unsafe to operate; • Evidence of extensive deterioration, corrosion, leaks, or delivery issues; • Evidence of issues requiring extensive repairs or replacement; or • Evidence of consistently sub-standard custodial or maintenance practices.
Plumbing Fixtures and Equipment (5)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.

	Good:	<ul style="list-style-type: none"> • Evidence of systems functioning normally with no signs of deterioration, corrosion, leaks, or delivery issues; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Evidence of systems functioning normally with few signs of deterioration, corrosion, leaks, or delivery issues; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Systems are not functioning as intended; • Evidence of significant deterioration, corrosion, leaks, or delivery issues; • Evidence of issues requiring significant repairs or replacement; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • System is nonfunctional or unsafe to operate; • Evidence of extensive deterioration, corrosion, leaks, or delivery issues; • Evidence of issues requiring extensive repairs or replacement; or • Evidence of consistently sub-standard custodial or maintenance practices.
Fire and Safety Systems & Utility Controls (10)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Inspections are up to date and all required documentation is posted or available as appropriate; • Evidence of systems functioning as intended and with no indicated faults; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Inspections are up to date and all required documentation is posted or available as appropriate; • Evidence of systems functioning as intended and with few indicated faults if any; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Inspections are not up to date but are scheduled to take place within the next 30 calendar days; • All required documentation is not posted or available as appropriate;

		<ul style="list-style-type: none"> • Evidence of systems not functioning as intended or with significant indicated faults; • Evidence of issues requiring significant repairs or replacement; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Inspections are not up to date and are not scheduled to take place within the next 30 calendar days; • No required documentation is posted or available as appropriate; • Evidence of systems being completely nonfunctional or unsafe to operate; • Evidence of issues requiring extensive repairs or replacement; or • Evidence of consistently sub-standard custodial or maintenance practices.
Conveyances (5)	Superior:	<ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	Good:	<ul style="list-style-type: none"> • Inspections are up to date and all required documentation and certificates are posted or available as appropriate; • Evidence of systems functioning as intended and with no indicated faults; • Evidence of issues that may require minor repairs or cleanup but do not affect structural integrity or intended uses; and • Evidence of routinely above-standard custodial and maintenance practices.
	Adequate:	<ul style="list-style-type: none"> • Inspections are up to date and all required documentation and certificates are posted or available as appropriate; • Evidence of systems functioning as intended and with few indicated faults if any; • Evidence of issues that may require repairs or cleanup but do not significantly affect structural integrity or intended uses; and • Evidence of regular competent custodial and maintenance practices.
	Not Adequate:	<ul style="list-style-type: none"> • Inspections are not up to date but are scheduled to take place within the next 30 calendar days; • All required documentation is not posted or available as appropriate; • Evidence of systems not functioning as intended or with significant indicated faults; • Evidence of issues requiring significant repairs or replacement; or • Evidence of inconsistent custodial or maintenance practices.
	Poor:	<ul style="list-style-type: none"> • Inspections are not up to date and are not scheduled to take place within the next 30 calendar days; • No required documentation is posted or available as appropriate; • Evidence of systems being completely nonfunctional or unsafe to operate; • Evidence of issues requiring extensive repairs or replacement; or • Evidence of consistently sub-standard custodial or maintenance practices.

Maintenance Management		
Assessment Category/ Weight	Rating	Criteria
Preventive Maintenance (PM) Plan (10)	Superior:	<ul style="list-style-type: none"> • All items below in Good; and • Plan includes a strategy to identify opportunities and obstacles (SWOT) and to prioritize and address any outstanding deferred maintenance by level of urgency.
	Good:	<ul style="list-style-type: none"> • Plan covers all essential areas of PM work with detail; • Specifies logical and highly descriptive metrics for PM outcomes; • Specifies general PM program goals and specific targets for each metric; • Explains a logical process and criteria for prioritizing PM work; • Describes in detail the maintenance resources (incl. staffing) and a thorough deployment strategy with options for adjustability to address changing conditions; and • Links PM activities to relevant capital maintenance plans.
	Adequate:	<ul style="list-style-type: none"> • Plan covers all essential areas of PM work; • Specifies metrics for PM outcomes; • Specifies general PM program goals; • Explains a process for prioritizing PM work; and • Describes maintenance resources (incl. staffing) and a deployment strategy.
	Not Adequate:	<ul style="list-style-type: none"> • Plan does not cover all essential areas of PM work; • Specifies metrics for only some PM outcomes; • Does not describe general PM program goals or specifies targets for only some metrics; • Inconsistently explains how PM work will be prioritized; or • Incompletely describes maintenance resources (incl. staffing).
	Poor:	<ul style="list-style-type: none"> • No plan in place.
Computerized Maint. Mgmt. System (incl. Equip. Data) (10)	Superior:	<ul style="list-style-type: none"> • All items below in Good; • LEA reports performance on metrics on an ongoing basis and annually to the public; and • Tracks labor and materials used in all maintenance work.
	Good:	<ul style="list-style-type: none"> • All items below in Adequate; • LEA uses a single CMMS system; • Process for identifying needed maintenance work is clearly communicated to all stakeholders including CMMS users; • CMMS identifies costs; • CMMS reports on PM work orders as a percentage of all work orders; and

		<ul style="list-style-type: none"> • LEA has in place a process to ensure quality control for the work-order process.
	Adequate:	<ul style="list-style-type: none"> • LEA uses a CMMS to organize, manage, and track all maintenance activities; • CMMS is loaded with essential asset inventory including records on work performed on assets and associated reports; • Appropriate personnel have access and are trained to enter needed work orders; • CMMS automatically generates PM work orders based upon manufacturers' recommendations; and • CMMS generates work-order-aging reports.
	Not Adequate:	<ul style="list-style-type: none"> • LEA uses a CMMS but not all needed features such as work-order-aging reports; • CMMS is not loaded with essential asset inventory or lacks records on work performed on assets or associated reports; • Not all appropriate personnel have access and are trained to enter needed work orders; or • CMMS does not automatically generate PM work orders.
	Poor:	<ul style="list-style-type: none"> • No CMMS implemented.
Pest Management (4)	Superior:	<ul style="list-style-type: none"> • All items below in Good and • No evidence of pest problems in the facility.
	Good:	<ul style="list-style-type: none"> • All items below in Adequate; • Evidence of regular competent custodial practices; and • Evidence that pest-control actions have been successful.
	Adequate:	<ul style="list-style-type: none"> • Evidence of pest-management plan in place that provides for taking preventive and corrective action as needed to ensure sufficient pest control for the facility; and • Records showing pest-control actions taken.
	Not Adequate:	<ul style="list-style-type: none"> • Pest-management plan in place but appropriate preventive and corrective actions not specified or scheduled; or • Records do not show pest-control actions taken.
	Poor:	<ul style="list-style-type: none"> • No pest-management plan in place and/or no records of pest-control actions taken.
Custodial Scope of Work (SoW) (5)	Superior:	<ul style="list-style-type: none"> • All items below in Good and • Evidence of effective inventory control and tracking of time and materials used in custodial operations.
	Good:	<ul style="list-style-type: none"> • All items below in Adequate; • Evidence of most custodial staff having been trained on the SoW; and • Evidence from CMMS that custodial activities are supporting maintenance.
	Adequate:	<ul style="list-style-type: none"> • Written custodial scope of work in place that specifies the activities required to ensure a clean, sanitary, and well kept facility; • Plan in place for regular training and retraining of custodial staff on

		<p>the SoW;</p> <ul style="list-style-type: none"> • Evidence of custodial work being appropriately managed through the CMMS; and • Operations and maintenance manuals are readily available to custodial staff.
	Not Adequate:	<ul style="list-style-type: none"> • Custodial scope of work is not clear or complete; • No plan in place for regular training and retraining of all custodial staff; • Some custodial work is appropriately managed through the CMMS; or • Operations and maintenance manuals are not readily available to custodial staff.
	Poor:	<ul style="list-style-type: none"> • No custodial scope of work in place or • SoW is not available to staff at the facility.