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RATING RUBRIC AND CATEGORY WEIGHTS v.6/1/2022

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; • Visual evidence of regular competent custodial and maintenance practices with no indications of pests outside the facility; 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; • Visual evidence of regular competent custodial and maintenance practices with minimal indications of pests outside the facility, and no indications of pests in areas where eating and preparing food takes place; 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; • Visual evidence of inconsistent custodial and maintenance practices with significant indications of pests outside the facility, or in areas where eating and preparing food takes place; 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
	Adequate	<ul style="list-style-type: none"> Evidence of routinely above-standard custodial and maintenance practices. 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 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.

	<p>Adequate:</p> <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.
	<p>Not Adequate:</p> <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.
	<p>Poor:</p> <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 Structure & 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:
	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 are minor nature; 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.
<p>Interior Cleanliness & Appearance (incl. of Equip. Rooms) (6)</p> <p>(Combined Pest Management/ Custodial SOW)</p>	Superior:	<ul style="list-style-type: none"> • All items below in Good; • No problems or issues visible; • Evidence that only normal preventive maintenance is required; • Evidence of effective inventory control and tracking of time and materials used in custodial operations; • All PM work orders and inspections are documented in CMMS; • All PMs identified in the PM plan are auto-populated with clear frequencies that track labor and cost; • A documented plan in place with evidence for regular training and retraining of custodial staff on the SoW; • All licenses for pesticide use are current and up to date; and • Operations and maintenance manuals are readily available to custodial staff.
	Good:	<ul style="list-style-type: none"> • All items below in Adequate; • 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; • Evidence of routinely above-standard custodial and maintenance practices; • Visual evidence of regular competent custodial and maintenance practices with no indications of pests inside the facility; • Evidence of a documented plan in place for regular training and retraining of custodial staff on the SoW; and • SoW provides specific cleaning tasks and frequencies for different areas.
	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; • Evidence of regular competent custodial and maintenance practices; • Evidence from CMMS that custodial and pest management practices are effectively supporting maintenance; • Visual evidence of regular competent custodial and maintenance practices with minimal indications of pests inside the facility, and no indications of pests in areas where eating and preparing food takes place; • Written custodial scope of work in place that specifies the activities and frequencies required to ensure a clean, sanitary, and well kept facility;

		<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; ● Pest management inspections are included in the PM plan; and ● Pest management work orders are included in the open and closed work order history.
	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; ● Evidence of inconsistent custodial or maintenance practices; ● Inconsistent evidence from CMMS or pest management logs that custodial and pest management practices are supporting maintenance; ● Visual evidence of inconsistent custodial and maintenance practices with minimal indications of pests in areas where eating and preparing food takes place; ● Written custodial scope of work in place that does not specify the activities and frequencies required to ensure a clean, sanitary, and well kept facility; ● Insufficient evidence of a pest-management plan in place that provides for taking preventive and corrective action; or ● Pest management work orders are inconsistently included in the open and closed work order history.
	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; ● Evidence of consistently sub-standard custodial or maintenance practices; ● No evidence from CMMS or pest management logs that custodial and pest management practices are supporting maintenance; ● Visual evidence of inconsistent custodial and maintenance practices with significant indications of pests inside the facility, or in areas where eating and preparing food takes place; ● No written custodial scope of work in place that specifies the activities and frequencies required to ensure a clean, sanitary, and well kept facility, or evidence the SoW is not being followed; ● No evidence of pest-management plan in place that provides for taking preventive and corrective action; or ● No pest management work orders are included in the open and closed work order history, or included in the PM plan.
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, and no 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 a few 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 significant 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)	<p>Superior:</p> <ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	<p>Good:</p> <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.
	<p>Adequate:</p> <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.
	<p>Not Adequate:</p> <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.
	<p>Poor:</p> <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)	<p>Superior:</p> <ul style="list-style-type: none"> • No problems or issues visible; and • Evidence that only normal preventive maintenance is required.
	<p>Good:</p> <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.
	<p>Adequate:</p> <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 no 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 few 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, unsafe to operate, or with significant indicated faults; • 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.

	<p>Adequate:</p> <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 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.
	<p>Not Adequate:</p> <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 few indicated faults; • Evidence of issues requiring significant repairs or replacement; or • Evidence of inconsistent custodial or maintenance practices.
	<p>Poor:</p> <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, unsafe to operate, or with significant indicated faults; • 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) (15)	Superior:	<ul style="list-style-type: none"> • All items below in Good; • LEA gives the IAC full view access to the CMMS; • CMMS compares the actual cost of PM work orders completed to the planned cost of those PM work orders; • CMMS identifies the percentage of all maintenance work hours spent on preventive maintenance; • CMMS data shows that more than 50% of all maintenance work hours in the last 12 months were spent on PM work; and • 5% or less of the PM work orders in the CMMS for the facility are open beyond 30 days.
	Good:	<ul style="list-style-type: none"> • All items below in adequate; • PM work orders in CMMS provide detailed steps required for each PM check; • PM work orders in CMMS use unique identifiers to identify assets to be serviced via PM work orders; • PM work orders in CMMS identify the maintenance resources needed to complete each PM, to include but not limited to staffing, parts/materials, and tools; and • 15% or less of the PM work orders in the CMMS for the facility are open beyond 30 days.
	Adequate:	<ul style="list-style-type: none"> • The PM plan specifies general PM program goals; • The PM plan covers all of the PM work required to keep all essential components of a facility in such condition that it may be fully functional and continuously utilized for its expected lifespan, for its intended purpose, and at its maximum energy efficiency. Essential components are those parts that are required to support the delivery of educational programs and services in the facility and ensure the full expected lifespan for the facility; • The PM plan specifies metrics for PM outcomes; • Explains a process for tracking and correcting deficiencies that are identified during the PMs; • The PM plan explains a process for prioritizing PM work; • Describes maintenance resources (incl. staffing) and a deployment strategy; • PM work orders in CMMS provides scheduled PMs for essential components; and • 30% or less of the PM work orders in the CMMS for the facility are open beyond 30 days.

	Not Adequate:	<ul style="list-style-type: none"> • The PM plan does not cover all the preventive maintenance work required to keep all essential components of a facility in such condition that it may be fully functional and continuously utilized for its expected lifespan, for its intended purpose, and at its maximum energy efficiency; • The CMMS lacks PM work orders for more than 30% of the essential components in the facility; or • More than 30% of the PM work orders in the CMMS for the facility are open beyond 30 days.
	Poor:	<ul style="list-style-type: none"> • No plan in place or the PM plan does not cover the preventive maintenance work required to keep all essential components of a facility in such condition that it may be fully functional and continuously utilized for its expected lifespan, for its intended purpose, and at its maximum energy efficiency; or • No PM work orders in the CMMS for the facility.
Computerized Maint. Mgmt. System (incl. Equip. Data) (14)	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; • Tracks labor and materials used in all maintenance work; • LEA has in place a process to ensure quality control for the work-order process; • CMMS usage includes generating metric-related data on predictive, preventive, corrective, and emergency work orders with associated costs; • A documented QC program is in place for completed work orders; and • CMMS includes corrective work orders addressing issues identified in regulatory inspections.
	Good:	<ul style="list-style-type: none"> • All items below in Adequate; • LEA uses a single CMMS; • Process for identifying needed maintenance work is clearly communicated to all stakeholders including CMMS users; • CMMS identifies costs including labor and materials; • CMMS reports on PM work orders as a percentage of all work orders; • Work orders are identified by a logical process and criteria for prioritizing work (e.g., high, medium, low priority); • CMMS work orders are written to a specific asset; and • CMMS is used to store records of completed PMs (e.g., reports, summaries, lab results).
	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, PMs, and associated reports; • Appropriate personnel have access and are trained to enter needed work orders; • CMMS automatically generates PM work orders based upon the PM plan; • CMMS generates work-order-aging reports; • CMMS work orders identify assigned craft or vendors; and • 30% or less of the PM work orders in the CMMS for the facility are open beyond 30 days.

	<p>Not Adequate:</p> <ul style="list-style-type: none"> • LEA uses a CMMS but is not using all needed features such as work-order-aging report; • CMMS is not loaded with essential asset inventory or lacks records on work performed on assets or associated reports; • LEA did not provide asset list to IAC in the pre-assessment paperwork; • A significant number of work request descriptions are not clear or lack location details for the work request; • A significant number of work orders closed lack a clear description of the completed work; • More than 30% of the work orders in the CMMS for the facility are open beyond 30 days; or • Not all appropriate personnel have access and are trained to enter and manage needed work orders.
	<p>Poor:</p> <ul style="list-style-type: none"> • No CMMS implemented; or • There are so few work orders entered in the CMMS that it effectively is not being used to manage maintenance.