

Department of General Services upon recommendation of the Secretary; and two members chosen by the Governor from the general public, at least one of whom may not be an engineer or architect. Public members serve five-year terms. The floating member is the head or designee of the State agency that proposes to procure architectural or engineering services (Code State Finance and Procurement Article, secs. 19-201 through 19-218).

FACILITIES MASTER PLANNING & ASSESSMENT DIVISION

Mark Pleskow, *Chief*

301 West Preston St., Room 1405
Baltimore, MD 21201 (410) 225-4157

The Facilities Master Planning and Assessment Division began in 1991 as Planning and Programs under Engineering and Construction. In 1992, it was reorganized as Master Planning under Facilities Management. In 1993, it was reformed as the Facilities Master Planning and Assessment Division.

The Division coordinates long-term strategic planning for the acquisition, disposition, and use of leased and State-owned facilities. To maintain State-owned facilities, the Division sets standards; assesses the condition and management practices for each facility; and, for most facilities, reviews and verifies future maintenance funding needs.

PROJECT MANAGEMENT DIVISION

Carl Fox, *Chief*
(410) 225-4472

Created in 1993, the Project Management Division provides programming, design and construction-phase management services to State agencies. It is responsible for project schedule and budget compliance for each project from initial development through construction to the expiration of the warranty.

The Division formulates project scopes and definitions; reviews and approves programs; and establishes project schedules and assures schedule compliance. Coordinating its work with government agencies, grantees, and the Division of Capital Budgeting in the Department of Budget and Fiscal Planning, the Division develops architect and engineer contract scopes of work; negotiates design and engineering contracts; monitors design progress; secures design and construction contract approvals from the Board of Public Works; and resolves design and program issues. Project managers also administer the Capital Grants and Loan Construction Program and ensure that schools constructed through the Public School Construction Program adhere to State standards.

ENGINEERING & DESIGN DIVISION

Lawrence Lewis, *Chief*

301 West Preston St., Room 1405
Baltimore, MD 21201 (410) 225-4469

The Engineering and Design Division began in 1970 as the Design and Approval Division. Renamed Technical Services in 1991, it was reorganized as the Engineering and Design Division in 1992.

The Division prepares all project documents required to construct and renovate State facilities. The Division oversees the work of architectural and engineering firms in preparing construction documents; reviews those documents at programmed stages of development; administers the construction bidding phase of the project; and advises the Construction Division during the construction phase on any technical changes that occur. For Facilities Operations and Maintenance, the Division also performs special consulting services. The Division works through four design review teams and Special Services.

CONSTRUCTION DIVISION

Thomas S. Abraham, *Chief*

300 West Preston St., Room 402
Baltimore, MD 21201 (410) 225-4360

Origins of the Construction Division date to 1970, when the Construction Supervision and Inspection Division was formed. The Division was renamed Construction Management and Assessment Division in 1992, became Construction and Assessment in 1993, and later that same year was renamed Construction Division. The Division inspects, supervises, and administers private construction contractors in the construction of new State building projects. These include alterations or renovations to existing structures. By monitoring, the Division ensures that construction conforms to approved designs and specifications.

FACILITIES OPERATIONS & MAINTENANCE

Gerald P. Walls, *Assistant Secretary for
Facilities Operations & Maintenance*

Donald E. (Ed) Mosley, *Deputy Assistant Secretary*

Central Services Building
29 St. John's St.
Annapolis, MD 21401 (410) 974-2887

To separate operations and maintenance from planning, engineering, and construction, Facilities Operations and Maintenance was established in 1993. The Assistant Secretary oversees operations and maintenance for the 52 facilities for which the Department of General Services is responsible.