

GENERAL PROFESSIONAL SERVICES SELECTION BOARD

E. Donald Reilly, *Chairperson*, 1992

Appointed by Governor: Richard M. Foose, Jr.; Albert Weinstein, 1992; vacancy, alternate.

Ex officio: Dale Strait, designee of Secretary of General Services

Dale Strait, *Administrator*

301 W. Preston St.
Baltimore, MD 21201 225-4296

The General Professional Services Selection Board was established in 1974 to offer an equitable method for awarding State contracts (Chapter 732, Acts of 1974). The Board awards architectural and engineering contracts on certain State-financed capital projects for which the design fee exceeds \$100,000. The Board negotiates service contracts with the most qualified architectural and engineering firms at a price the Board determines to be fair, competitive, and reasonable.

The Board consists of four permanent members and one floating member. Permanent members are the Secretary of General Services or designee; one member chosen by the Governor from within the 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).

OFFICE OF ENGINEERING & CONSTRUCTION

Dale Strait, *Director*
Theodore Arlev, *Deputy Director*

301 W. Preston St., Room 1406
Baltimore, MD 21201 225-4444

The Office of Engineering and Construction provides State agencies (except the Department of Transportation) with professional and technical services for the design and construction of State public improvements. Office functions are assigned to three divisions: Program Management, Design and Approval, and Construction Supervision and Inspection.

PROGRAM MANAGEMENT DIVISION

Mark Pleskow, *Assistant Director*

301 W. Preston St., Room 1405
Baltimore, MD 21201 225-4157

Organized in 1991, the Program Management Division manages the design, engineering, and approval of assigned projects and administers the Grants and Loans Construction Program. The Division formulates project scopes and definitions; reviews and approves programs; establishes project schedules and assures schedule compliance; coordinates with using agencies, grantees, and the Office of Capital Budgeting, Department of Budget & Fiscal Planning; appears before Legislative Budget Committees; develops Architect/Engineer contract scopes of work, negotiates design and engineering contracts, and manages project design and the design review process; approves consultants' design and engineering submissions; controls construction budget during design; directs the contract bidding process; secures design and construction contract approvals from the Board of Public Works; and resolves design and program issues that arise during construction and facility acceptance.

DESIGN & APPROVAL DIVISION

Robert B. Taylor, *Assistant Director*

301 W. Preston St., Room 1405
Baltimore, MD 21201 225-4334

The Design and Approval Division provides architectural, engineering, and site planning services to State agencies other than the Department of Transportation. The Division's work covers projects designed in-house and by outside consultants. Five staff groups monitor, coordinate, and review all consultant-designed projects. Each staff group is headed by a registered architect, engineer, or landscape architect. An in-house group provides design services on projects that can be completed more economically by the Department of General Services. An in-house project usually does not exceed a total construction cost of \$500,000.

CONSTRUCTION SUPERVISION & INSPECTION DIVISION

John J. Hartlove, *Assistant Director*

300 W. Preston St., Room 402
Baltimore, MD 21201 225-4363

The Construction Supervision and Inspection Division monitors 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. The Division also monitors the inspection of construction for public schools carried out through the State's Public School Construction Program.