

- Annual Report to Board of Public Works, Legislative Policy Committee, & Office of Minority Affairs on procurement contracts awarded to minority business enterprises due Sept. 30.*
- Annual Report to Joint Budget & Audit Committee on use of nonbudgeted or dedicated funds for capital construction projects due Jan. 10.*
- Annual Report to Joint Budget & Audit Committee, Department of Budget & Management, & Department of Fiscal Services on anticipated federal aid & requested increases due Aug. 15.*
- Annual Report to Office of Planning on proposed expenditures for capital improvements due June 30.*
- Annual Report of Minority Business Enterprise Program to Board of Public Works, Office of Minority Affairs, & Legislative Policy Committee.*
- Annual Report of Records Management Division to Joint Budget & Audit Committee of General Assembly on forms management due Sept. 1.*
- Report to Secretary of Budget & Management & Legislative Auditor on account examinations of private care providers under State contract due periodically.*
- Report of Records Management Division to State Archives on series analysis of records held by State government units or officials next due July 1, 2000, & every five years thereafter.*
- Semi-annual Report to State Treasurer on anticipated debt during next seven-month period due Jan. 1 & July 1.*

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

(HA0101, formerly 28.01.01.01)

FY1996 appropriation \$1,454,439
 FY1996 authorized positions 11
 Eugene R. Lynch, *Secretary of General Services*
 (410) 767-4960

DEPUTY SECRETARY

Michele T. Rozner (410) 767-4956

STATE BOARD OF ARCHITECTURAL REVIEW

Carl L. Fox, *Coordinator* (410) 767-4444
 Stephen L. Parker, *Chair*, 1998

Appointed by Governor upon recommendation of Secretary of General Services & with Senate advice & consent: Elmina J. Hilsenrath; Edward C. Kohls; Edward A. Masek, Jr.; Alan R. Meyers; J. Jay Pecora; Steven G. Ziger. Terms expire 1998.

PROCUREMENT REVIEW BOARD

Contact: Dorothy N. Niemeyer
 (410) 767-4222

Ex officio: Gerald P. Walls, Assistant Secretary for Facilities Operations and Maintenance; Thomas R. Genetti, Assistant Secretary for Facilities Planning, Engineering, & Construction; Charles H. Stevenson, Assistant Secretary for Finance & Administration; Robert F. Checks, Assistant Secretary for Procurement & Logistics; R. Stevens Cassard, Jr., Assistant Secretary for Real Estate.

WAR MEMORIAL COMMISSION

(HA0103, formerly 28.01.01.03)
 FY1996 appropriation \$115,505
 FY1996 authorized positions 0
 Ruth S. Levy, *Chair*, 2000
 (410) 685-7530

Appointed by Secretary of General Services: W. Russell Brown, 1995; W. Leroy Maddox, Esq., 1996; Roscoe L. Burman, 1997; Meyer Sokolow, 1998; Gerald J. Bailin, 1999.

Appointed by Mayor of Baltimore: John E. Brandau, 1996; John A. Micklos, 1997; Robert H. Anderson, 1998; Robert B. Watts, 1999.

BOARD OF PUBLIC WORKS ADMINISTRATOR
 Dorothy N. Niemeyer (410) 767-4222

GOVERNMENTAL AFFAIRS
 H. William Bauersfeld (410) 767-4007

LEGAL DIVISION
 Allan B. Blumberg, *Principal Counsel*
 (410) 767-4992

PUBLIC INFORMATION
 Dave Humphrey (410) 767-4652

FACILITIES OPERATIONS & MAINTENANCE (HC0101, formerly 28.03.01.01)
 FY1996 appropriation \$34,016,747
 FY1996 authorized positions 407
 Gerald P. Walls, *Assistant Secretary for Facilities Operations & Maintenance*
 (410) 974-2887
 Donald E. (Ed) Mosley, *Deputy Assistant Secretary*
 (410) 974-2887

ANNAPOLIS PUBLIC BUILDINGS & GROUNDS DIVISION
 Gerald P. Walls, *Superintendent*. (410) 974-2887
 nights & holidays: (410) 974-3411

MULTI-SERVICE CENTERS
 ANNE ARUNDEL COUNTY (Glen Burnie)
 Charles J. Shriner, *Manager*
 (410) 508-2009

QUEEN ANNE'S & CAROLINE COUNTIES (Centreville & Denton)
 Laurie A. Schmitt, *Manager*
 (410) 479-5711

WICOMICO COUNTY (Salisbury)
 Robert L. Marvel, *Manager*
 (410) 548-7010

BALTIMORE PUBLIC BUILDINGS & GROUNDS DIVISION
 Russell J. Nickerson, *Superintendent*
 (410) 767-4409.
 nights & holidays: (410) 767-4448

MULTI-SERVICE CENTERS
 BALTIMORE CITY
 Aaron J. Lee, *Manager*. (410) 764-8770
 BALTIMORE COUNTY
 (Arbutus / Catonsville)
 Joseph M. Sanphilipo, *Manager*
 (410) 788-9794