

ment Center and Warehouse at 7275 Waterloo Road and the Motor Fuel Lab in Jessup. The Complex also oversees the Woodstock Center and multi-service centers in Baltimore, Calvert, Cecil and Harford counties.

At the Jessup facility, the Complex provides both preventive and routine maintenance and oversees the contractual provision of some maintenance tasks and services. At the Saratoga State Center, the Complex provides preventive and routine maintenance, repairs, alterations, improvements, house-keeping, and security services for facilities and equipment. The Complex also supplies maintenance equipment and materials.

FACILITIES PLANNING, ENGINEERING, & CONSTRUCTION

Thomas R. Genetti, *Assistant Secretary for
Facilities Planning, Engineering, & Construction*

301 West Preston St.
Baltimore, MD 21201—2305 (410) 767-4214

Facilities Planning, Engineering, and Construction began as the Office of Plant Management in 1971 to oversee State buildings and grounds in Annapolis and Baltimore. The Office was reorganized in 1974 as the Division of Plant Management under the Office of Engineering and Construction. By 1979, the Division joined the Office of Facilities Acquisition and Management, which became the Office of Facilities Management by 1985. In 1989, the Office was renamed the Office of Statewide Facilities Maintenance. It reformed in 1993 as Facilities Planning, Engineering, and Construction. At that time, *Facilities Operations and Maintenance* began to oversee government buildings and grounds.

Facilities Planning, Engineering, and Construction is responsible for the Project Cost Center, and two divisions: Construction and Inspection; and Project Management and Design. This office coordinates the development and implementation of policies, procedures, regulations, and standards to ensure that programs and services meet the needs of State agencies. In addition, it provides architectural and engineering staff to the General Professional Services Selection Board.

GENERAL PROFESSIONAL SERVICES SELECTION BOARD

E. Donald Reilly, *Chair*, 1997
William A. Davis, *Administrator*

301 West Preston St.
Baltimore, MD 21201—2305 (410) 767-4296

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 upon recommendation of the Secretary; and two members appointed to five-year terms by the Governor. 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).

CONSTRUCTION & INSPECTION DIVISION

Jean A. Band, *Chief*

300 West Preston St., Room 402
Baltimore, MD 21201—2308 (410) 767-4360

Origins of the Construction and Inspection Division date to 1970, when the Construction Supervision and Inspection Division was formed. Renamed Construction Management and Assessment Division in 1992, the Division became Construction and Assessment in 1993, and later that year the Construction Division. In 1996, it received its present name.

The Division inspects and supervises private contractors as they alter, renovate, or construct State buildings. By monitoring their work, the Division ensures that construction conforms to approved designs and specifications.

PROJECT COST CENTER

Gary M. Koenig, *Chief*

301 West Preston St.
Baltimore, MD 21201 (410) 767-4676

The Project Cost Center provides architectural and construction services in the cost management of major and complex engineering projects. It prepares the Department's capital budget and represents the Department at legislative budget hearings. For the Department of Budget and Management, the Center reviews and revises capital budget requests from State agencies, including estimates analysis, conceptual design, and coordination. It also supervises value engineering procedures of in-house personnel and consultants