

Acts of 1969). When the Department of General Services was formed in 1970, the Division became part of the new Department. The Division was renamed Land Acquisition and Disposal in 1991. This unit acquires and disposes of real property for all State agencies, except the Department of Transportation.

The unit acquires all Open Space property for State parks, wildlife preserves, and natural environment areas. To secure such property, the unit obtains independent appraisals, negotiates with owners, secures purchase options, and requests Board of Public Works approval on the proposed terms of purchase. The unit also processes requests to obtain or grant rights of way and public utility, preservation, and scenic easements.

The disposition of excess property and property transfers between State agencies also are processed by the unit and presented for approval to the Board of Public Works (Code State Finance and Procurement Article, secs. 4-411 through 4-414).

#### LEASE MANAGEMENT & PROCUREMENT

H. William Bauersfeld, *Chief*  
(410) 225-4325

Lease Management and Procurement started as the Space Management Division, established by Executive Order in August 1973. The Division was reorganized under its present name in 1991. The unit assigns office space in State-owned facilities, acquires leased facilities for State agencies, approves space modifications, and sets standards for the allocation of space. It negotiates the leasing of State property (except port and aviation facilities) and conducts surveys of State requirements for leased space. In addition, the unit negotiates certain concession agreements and makes recommendations to the Board of Public Works on the need for State office space construction.

#### VALUATION & APPRAISAL

William Beach, *Chief*  
(410) 225-4329

Formed in 1992, Valuation and Appraisal oversees matters of real estate valuation for all State agencies, except the Department of Transportation. The unit obtains and reviews independent appraisals of properties to be acquired by State government. It also evaluates appraisals for capital grants and loans, disposes of State real property assets, and conducts appraisals and special studies.

### **FACILITIES PLANNING, ENGINEERING, & CONSTRUCTION**

Colleen M. Cullen, *Assistant Secretary for Facilities Planning, Engineering, & Construction*  
Vacancy, *Deputy Assistant Secretary*

301 West Preston St.  
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Facilities Planning, Engineering, and Construction began as the Office of Plant Management organized 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 was placed under the Office of Facilities Acquisition and Management, which became the Office of Facilities Management by 1985. Facilities Management, in 1993, was reformed as Facilities Planning, Engineering, and Construction. At that time, a new Assistant Secretary for Operations and Maintenance began to oversee government buildings and grounds.

The Assistant Secretary for Facilities Planning, Engineering, and Construction is responsible for four divisions: Facilities Master Planning and Assessment; Project Management; Engineering and Design; and Construction. The Assistant Secretary coordinates the development and implementation of policies, procedures, regulations, and standards to assure that programs and services meet the needs of State agencies. In addition, the Assistant Secretary provides architectural and engineering staff to the General Professional Services Selection Board.

The Assistant Secretary for Facilities Planning, Engineering, and Construction, and the Assistant Secretary for Services and Logistics constitute the Procurement Review Board.

#### *GENERAL PROFESSIONAL SERVICES SELECTION BOARD*

E. Donald Reilly, *Chairperson*, 1997  
Carl Fox, *Administrator*

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