

Department of General Services

2025 Annual Report

TRANSFORMING TODAY
SHAPING TOMORROW



Maryland

DEPARTMENT OF
GENERAL SERVICES



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A large, dark silhouette of a building with a balcony, positioned on the left side of the page. The building has a prominent balcony with a railing and a small decorative element on top. The background is a bright yellow color with a faint, repeating pattern of the building's silhouette.

We extend our gratitude to everyone who contributed to this year's annual report, with special recognition to the members of the Office of External Affairs listed below.

Johnathan Medlock

Cristen Swindle

Eric Solomon

Tiana Beaudouin

Carolyn Kasimatis

Daniel Longest

Jamar Day

John Woolums

NaShona Kess

Christian Skipper

Brandon Stoneburg



Mission

It is the mission of DGS to be the accessible, accountable support agency delivering expertise, essential services, and facilities operations and maintenance to the state in order to enhance the quality of work/life environments for our stakeholders and the citizens of Maryland.

Vision

To be the premier partner to our sister agencies, delivering support, expertise and essential services, as needed, to facilitate their missions on behalf of the citizens of Maryland.

Values

- Be Responsive
- Be Everywhere
- Be Data Driven, Heart Led
- Follow Through
- Move Urgently
- Over-Communicate
- Be Innovative
- Be Audacious
- Move with Integrity
- Be Courageous
- Challenge the Status Quo
- Be outcomes focused

Governor
Wes Moore

Lt. Governor
Aruna Miller

Secretary
Atif Chaudhry

A message from the Governor



I am pleased to introduce the FY2025 Annual Report for the Maryland Department of General Services (DGS), which reflects the Moore-Miller Administration's commitment to building a State government that works better for the people we serve.

This has been a consequential year. Maryland was up against a historic budget challenge, even as we faced new policies from a federal administration that has harmed both our people and our economy.

Despite these headwinds, we have moved in partnership to deliver results and secure the future of our state. One of the biggest steps we've taken this year at DGS is to advance the State Center complex redevelopment in Baltimore.

The project involves bolstering transit-oriented development around State Center, to more easily get Marylanders from where they live to where opportunity lies. The redesigned site will create jobs, expand affordable housing, and grow our economy. For this to be Maryland's decade, it has to be Baltimore's time – and we are moving with speed and urgency to open pathways to work, wages, and wealth for all.

Through our Government Modernization Initiative, we are also transforming how Maryland manages procurement, technology, fleet services, and real estate. These changes are streamlining operations, lowering costs, and empowering our agencies to be more responsive to the needs of all Marylanders who call our state home.

None of the progress we're seeing would be possible without the leadership of General Services Secretary Atif Chaudhry and his entire team. The State of Maryland is better because they raised their hands to serve.

As we reflect on our successes and look to the future, we know the road ahead will not be easy. But we will continue to move forward in our state like we always have: Together. And in partnership, we will leave no one behind.

Sincerely,

A stylized, handwritten signature in black ink. The signature is fluid and cursive, appearing to read 'W. Moore'. The first letter 'W' is large and prominent, followed by a series of loops and strokes that form the rest of the name.

Wes Moore
Governor

A message from the Secretary



I am pleased to present the FY2025 Annual Report for the Maryland Department of General Services. As the behind-the-scenes engine that keeps Maryland's government running, DGS ensures every agency has the tools to serve Marylanders effectively, efficiently, and safely. From managing state facilities and real estate to procurement, security, construction, and grants administration, our work touches nearly every Marylander every day.

This year, DGS played a central role in Governor Moore's Government Modernization Initiative. DGS's strategic decisions will save Maryland taxpayers more than \$326 million by relocating employees from outdated, inefficient state buildings into modern, right-sized commercial leased buildings. This effort not only reduces costs but also creates safer, more productive work environments for state agencies to serve Marylanders better, while uplifting strategic investment and revitalization in Baltimore City.

We also made history with the passage of the Procurement Reform Act of 2025. Representing the most significant overhaul of the state's procurement processes in decades, the Act enhances efficiency, expands access for small businesses, and creates a more agile, responsive system for both contractors and state agencies.

DGS also supports a safe and professional state workforce. This year, the Maryland Capitol Police had a particularly successful recruitment campaign, and are committed to training the next generation of public safety leaders.

We are equally committed to sustainability and innovation, as DGS earned the EPEAT Purchaser Award for the sixth year in a row for procuring over 29,000 green-certified products—saving taxpayers \$4.5 million and cutting energy use equal to powering nearly 3,700 homes for a year.

To strengthen transparency across the grant management process, the Capital Grants and Loans team at DGS procured a robust, end-to-end electronic grants management system allowing grantees to submit, monitor, and communicate with the DGS team about their grants in real time. In conjunction with the new Capital Insights Dashboard that enables grantees, legislators, and the public to monitor a grant's progress and funding, DGS is dedicated to strengthening ongoing efforts that streamline the grants management process for all stakeholders.

This report contains many statistics describing the broad impact of DGS across Maryland, including our management of over 6 million square feet of space, which encompasses 52 state-owned properties.

Looking forward, we're launching a Statewide Master Planning Program—a first-of-its-kind effort to assess our entire portfolio with a holistic lens that will help us right-size the state's entire real estate portfolio of owned and leased space, and ensure long-term, fiscally responsible investment in the places that need it most.

Every public building, plot of land, and leased office space in our portfolio represents more than just brick and mortar. It represents public investment. We don't just manage property or transactions, we manage trust – the public's trust – and that is something we're committed to earning every single day.

Sincerely,

A stylized, handwritten signature in black ink that reads "Atif Chaudhry".

Atif Chaudhry

Secretary, Department of General Services

Office of the Secretary



The Office of the Secretary oversees the following operations:

-  Capital Grants and Loans
-  Emergency Management
-  Equal Employment Opportunity and Fair Practices
-  Fiscal Services
-  Human Resources
-  Life Safety and Quality Improvement
-  Office of Information Technology
-  Performance Management & Innovation
-  Department-Wide Strategy & Policy



Office of Human Resources

This year, the Office of Human Resources led the DGS Employee Development Program to strengthen our workforce's skills and capabilities. The program addressed critical training needs in leadership, communication, and emotional intelligence, supporting the Administration's commitment to retaining and developing a strong state workforce.

HR oversaw the full lifecycle of the program, from identifying needs to securing high-quality training partners and coordinating logistics for employee participation. Sessions were held in Annapolis and Baltimore, and employees benefited from targeted opportunities for professional growth.

These efforts build on HR's broader responsibilities—supporting more than 700 employees through

recruitment, benefits, performance management, promotions, training, and retirement—while advancing a culture of continuous learning and professional excellence across DGS. Additionally, more than 200 employees were trained through five workshops on leadership development, workforce communication, and team building. The Office of Human Resources also onboarded 130 new employees - both permanent and contractual - during FY2025.

Health & Safety for State Employees

DGS was recognized by the National Safety Council during Safe and Sound Week for its occupational health and safety activities, underscoring the department's dedication to creating a safe and resilient workplace.



Office of the Secretary



Emergency Notification

DGS led the implementation of Everbridge, the State of Maryland's emergency notification system, to strengthen safety and communication across state facilities. The rollout began in Annapolis in January and expanded to Baltimore in July, enrolling as many employees, tenants, and contractors as possible. Everbridge replaced slower, less coordinated methods of communication by delivering urgent alerts—such as evacuations, closures, and security incidents—quickly and reliably. DGS developed the enrollment process, coordinated outreach, and required floor monitors to participate, given their vital role in building evacuations. By ensuring timely, accurate notifications, the system has improved emergency preparedness, supported continuity of operations, and enhanced the resilience of essential government services statewide.

Fiscal Office

The DGS Fiscal Office manages all financial transactions for the agency, ensuring accuracy and accountability across operations. The office also completed monthly and year-end fiscal close processes, ensuring that all allocated funds were spent responsibly and in alignment with state requirements. In addition, the team prepared the agency's annual budget, worked closely with each unit to manage funding, and verified that spending remained within appropriations. To coordinate strategic budget cuts Fiscal has been identifying and closing unused accounts, streamlining furniture and travel requests through a formal approval process, and ensuring that alternative services on janitorial contracts are ordered only when necessary. These efforts supported DGS's financial stability while advancing its mission to provide efficient and effective services to Maryland.

Capital Grants Management System

In October 2024, the Capital Grants and Loans Division successfully implemented a new grants management system that streamlines and modernizes the administration of capital grants. This user-friendly online platform allows grantees to submit documentation in one central location, track the status of their applications in real time, and reduce reliance on email-based submissions. To ensure full transparency, DGS also released a public-facing “Capital Grants Insights Dashboard” that allows legislators, grantees, and other stakeholders to track the progress of their grants. By automating workflows, centralizing records, and simplifying reporting, the Capital Grants and Loans team has improved efficiency, enhanced transparency, and significantly elevated the overall grantee experience. The system closely aligns with the Moore-Miller Administration’s priorities by reducing administrative burden while providing a faster, more customer-focused process for grantees across the state.

Robust Technology Infrastructure

DGS established a new Office of Information Technology in Autumn 2024. This key unit provides a centralized Information Technology governance structure that enables the agency to effectively partner with the Department of Information Technology (DoIT), provide State oversight of important Major Information Technology Development Projects (MIT-DP), and provide robust information technology and related project management expertise to the agency’s diverse functional teams.

BY THE NUMBERS

More than
200

state employees were trained in CPR, First Aid, and AED use in partnership with the Annapolis and Baltimore City Fire Departments

Over
100

employees received overdose response training through collaborations with the Baltimore County and Anne Arundel County Health Departments

The DGS Leadership Development Program trained

157

leaders from executives to front-line supervisors in partnership with the Nancy Grasmick Leadership Institute



Office of External Affairs

Johnathan Medlock
Assistant Secretary



The Office of
External Affairs
oversees the
following
operations:

-  Audits & Compliance
-  Communications
-  Government & Legislative Affairs
-  Marketing & Public Engagement
-  Records Management and Public Information Act (PIA)



Records Management & PIA

Over the past year, significant strides have been made to modernize and enhance records management practices within the agency. New disposal practices and reporting procedures have been developed to strengthen security, increase transparency, and boost overall efficiency. Work has also begun on the development of updated records retention schedules tailored to the agency's evolving needs; the anticipated completion date of this initiative is June 2026.

In support of broader statewide initiatives, recommendations were provided to the Maryland Artificial Intelligence Community of Practice (MAICP) on the records management implications of generative AI technologies. This engagement reflects a proactive approach to ensuring responsible and compliant use of emerging technologies across state agencies. Additionally, in partnership with the Maryland State Archives, new guidance was issued to government agency officials on effective email management practices, including suggested retention language for digital records. These efforts collectively support a more modern, transparent, and accountable ap-

BY THE NUMBERS

Trained over

400

registered applicants in effective records management practices through the Records Management 101 webinar series.

Reviewed and Fulfilled over

250

Public Information Act (PIA) requests for DGS records.

Delivered over

2,500

stored files to agencies upon request.

Tracked and monitored

394 House Bills & 320 Senate Bills

Reviewed and processed

96

records retention schedule drafts for State, county, and municipal agencies.

Added

5,274

boxes of State agency records into the State Records Center and disposed of 6,011 boxes that had met their retention requirements.

proach to information governance.

Government and Legislative Affairs

Government and Legislative Affairs serves as the department's hub of legislative engagement with the Maryland General Assembly, other elected officials, county and local governments, state agencies, public sector partners, and grantees. The office monitors, analyzes, and develops legislative positions, testimony, and advocacy strategies on legislation in policy ar-

Office of External Affairs



eas including procurement, real estate, construction, energy, and law enforcement. In addition, the office manages the review and submission of mandated reports to the General Assembly and Board of Public Works.

During the 2025 legislative session, the department achieved several key policy and legislative milestones. Most notably, it secured the passage of the Procurement Reform Act of 2025 (HB500), a signature departmental bill and a priority initiative of the Moore-Miller Administration. In addition, the department successfully advanced legislation related to state leases and records management, further strengthening operational and regulatory frameworks across state agencies.

Throughout the session, the department actively tracked more than 700 bills, ensuring timely analysis and strategic engagement on relevant legislation. Staff reviewed and submitted over 100 Fiscal and Policy Notes, as well as more than 50 Mandated Reports, contributing to informed legislative decision-making. The department also maintained strong communication with lawmakers, providing prompt and accurate responses to inquiries related to capital grants and other priority issues.

These efforts reflect a deep commitment to

legislative collaboration, transparency, and policy leadership in support of the State's strategic goals.

Marketing and Public Engagement

Marketing & Public Engagement is responsible for shaping and maintaining DGS's brand identity. This includes setting consistent visual standards and ensuring that design and presentation across all platforms—digital, print, website, social media, and promotional materials—reflect the department's work with clarity and professionalism. The office serves as the creative hub for how DGS is represented, helping reinforce a strong and unified identity.

In addition, Marketing & Public Engagement leads outreach, training, and education efforts that help people better understand and engage with DGS services. These programs support transparency, expand awareness of agency resources, and strengthen connections with stakeholders across state government and the public. By blending design, promotion, and education, the office highlights the value of DGS's work and builds lasting trust in its mission.

OEA Staff represented DGS at 58 events throughout the year, including employment fairs, vendor outreach and networking events, construction ribbon cuttings and groundbreakings, community engagement activities, and a wide range of stakeholder education and training programs.

Communications

The Office of Communications represents the agency, acts as DGS's voice, and ensures the consistency, quality, and accuracy of communications to all audiences. This responsibility includes media relations, messaging, digital presence, visual identity, and public relations.

Included among these events were several hosted fully or in part by DGS:

Annual Governor’s Business Summit

Hosted in partnership with the Maryland Department of Transportation, the University System of Maryland, and the Governor’s Office of Small, Minority, and Women Business Affairs, this premier event brings together hundreds of businesses to share essential information and resources that help them pursue government contracting opportunities more effectively.

Earth Day & Drive Electric Events

These events combine Earth Day celebrations with public education about electric vehicles. They highlight the importance of sustainability in government operations and showcase the state’s commitment to transitioning to an electric vehicle fleet.

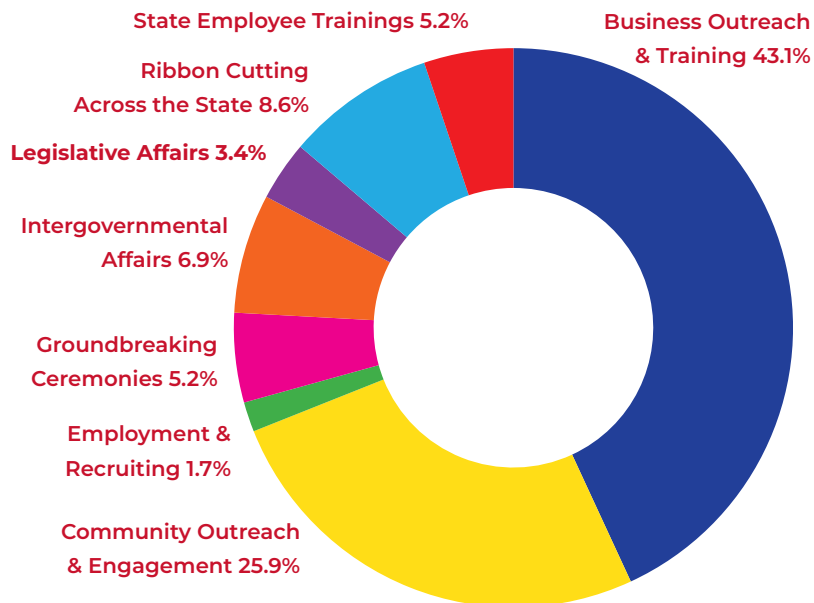
Maryland Capitol Police Civilian Response to Active Shooter Events (CRASE) Training

This training session educated participants on how to respond safely and effectively in the event of an active shooter. It provided critical guidance and preparedness strategies to help enhance workplace safety across state agencies.

Audits & Compliance

Audits & Compliance is responsible for ensuring the Department operates in accordance with applicable laws, regulations, and internal policies. This office assesses internal controls, identifies areas of risk, and conducts regular compliance reviews to promote transparency and accountability. The office also provides recommendations to enhance operational efficiency and support good governance across all areas.

BY THE NUMBERS



Business Outreach & Training	25 Events
Community Outreach & Engagement	15 Events
Employment & Recruiting	1 Event
Groundbreaking Ceremonies	3 Events
Intergovernmental Affairs	4 Events
Legislative Affairs (Legislative meetings not included)	2 Events
Ribbon Cutting Across the State	5 Events
State Employee Trainings	3 Events



Office of Design, Construction, and Energy

Courtney League
Assistant Secretary



The Office of Design, Construction, and Energy (DCE) delivers the State's capital construction projects, manages large-scale energy and sustainability initiatives, and provides building assessments to support long-term planning. In FY2025, DCE advanced Maryland's climate commitments, improved access and safety at state facilities, and strengthened statewide building operations. Together, these efforts support the Moore-Miller Administration's focus on sustainability, accessibility, and efficient government. The office is made up of 114 team members across 7 units:

-  **Capital Construction**
-  **Construction Inspection**
-  **Design Review**
-  **Energy & Sustainability**
-  **Facility Engineering**
-  **Project Cost Center**
-  **Public Schools & Community Colleges**



Building Assessment Unit (BAU)

The BAU performs building assessments in 1,403 state-owned buildings across 16 agencies, aimed at supporting lifecycle planning and facility maintenance. Each state-owned facility is assessed on a two-year cycle, and detailed reports are delivered to agencies and the Department of Budget and Management.

In FY2025, BAU assessed 852,000 square feet across DGS' portfolio, supplying agencies with real-time data for equipment replacement and long-term capital planning. The unit continues to refine assessment methods, leveraging training in construction estimating and drone technology to improve accuracy and efficiency.

Project Highlights

The **Bard Building** of the Baltimore City Community College demolition project was completed in April 2025, marking a major milestone in the redevelopment of Baltimore City Community College's down-

town campus. The 172,000+ square-foot, five-story structure was fully deconstructed, and the site was restored with new sidewalks, landscaping, and lighting in preparation for future campus construction.

The **Brick Chapel** project in Historic St. Mary's City included HVAC installation and millwork, with a ribbon cutting held in April 2025. More than just a construction milestone, the chapel's restoration preserves a powerful symbol of religious freedom and resilience. DGS was recognized with a Governor's citation for its role in bringing this historic landmark back to life.

The **Baltimore City Juvenile Justice Center** project was completed in April 2025. Renovations added approximately 11,160 square feet of second-floor educational and staff space, including classrooms, administrative offices, and support areas. The expanded educational facilities will enhance programming for the Center's 120 male youth, providing academic instruction, career and life-skills training, special education services, and modern classroom technology.

State Parks Projects

In close partnership with the Maryland Department of Natural Resources, DCE delivers transformative improvements across Maryland's state parks—strengthening public safety, preserving natural and cultural treasures, and creating spaces where visitors can connect, explore, and enjoy the outdoors. These projects go beyond infrastructure; they enrich the experience of millions who visit our parks each year while ensuring these cherished places are protected for generations to come.

Significant capital improvements were completed at several Maryland state parks to enhance public access, safety, and the overall visitor experience.

At **Greenbrier State Park** in Washington County, the Entry Improvements Project reconfigured the main entrance and renovated the camp store, reducing congestion and improving accessibility for park visitors.

At **Point Lookout State Park** in St. Mary's County, two major projects were completed. The Fishing Pier Improvements involved critical structural and architectural renovations, restoring safe public access to this

remote and historically significant recreational area. Additionally, the Point Lookout Lighthouse received newly installed interpretive exhibits that bring to life Maryland's rich maritime heritage and the site's pivotal role during the Civil War.

These projects reflect an ongoing commitment to preserving Maryland's natural and historical resources while improving infrastructure for residents and visitors alike.

Office of Energy and Sustainability (OES)

OES leads Maryland's efforts to improve energy efficiency, decarbonize state facilities, and integrate sustainable purchasing throughout the State government. The office operates the State Energy Database, manages the Energy Performance Contracting (EPC) program, and chairs the state-wide Green Purchasing Committee. OES also oversees installation of electric vehicle (EV) charging stations for the state fleet and manages annual utility purchases of more than \$200 million in electricity and natural gas for use by state government (including the University System of Maryland).





BY THE NUMBERS

Electric Vehicle Infrastructure Program (EVIP):

- Installed 123 new EV charging ports across 15 locations, bringing the statewide total to 251 ports.
- An additional 267 ports are currently in design or under construction.

Green Purchasing:

- For the sixth consecutive year, Maryland received the **EPEAT Purchaser Award**. This award is in recognition of the State's commitment to sustainability through the purchase of responsible IT products.
- Expanded training offerings, including:
 - Green Purchasing 101
 - Certified Maryland Procurement Officer program
 - Green Purchasing Specialization

Building Efficiency:

- Performed energy audits on **1.9 million square feet** at the Annapolis Complex.
- Installed **5,200 new LED fixtures**, supported by **\$800,000 in utility incentives**.
 - Since FY21, over 49,000 LED fixtures have been installed saving \$1.4 million in annual costs and abating 5,400 metric tons of greenhouse gas emissions.

BY THE NUMBERS

23.4

million sq. ft in decarbonization planning

852,000

square feet assessed by the Building Assessment Unit, across DGS' portfolio

29,051

EPEAT-certified products purchased, saving \$4.5M

5,200

LED fixtures replaced at multiple state facilities

\$800,000

in utility incentives earned for efficiency upgrades

481

Active Construction Projects at a value of

\$621,718,571

Office of Real Estate

Wendy Scott-Napier
Assistant Secretary



The Office of Real Estate (ORE) is responsible for directing, coordinating, and establishing policy for the acquisition, disposal, valuation, and leasing of real property for all state agencies. The office is made up of 30 employees across five units:



Land Acquisition and Disposal



Lease Compliance and Construction



Lease Management and Procurement



Portfolio Management



Valuation and Appraisal

Government Efficiency / Modernization through Real Estate

In FY2025, ORE completed comprehensive cost-benefit analyses for eleven state-owned buildings in Baltimore City. This assists ORE in determining: (1) whether agency relocation and asset disposition decisions were cost-effective, in the best interest of the State, and should be carried forward; and (2) the viable options and opportunities for the future of the State's additional Baltimore City real estate portfolio.

In support of the Moore-Miller Administration's goals to more efficiently manage the State's real estate portfolio and support the revitalization of Baltimore's Central Business District, ORE identified \$326.3 million in potential savings by relocating agencies from State-owned buildings to leased commercial space and disposing of underused properties, with decades of deferred maintenance.

In collaboration with the Maryland Economic Development Corporation, DGS also converted the Department of Health's operating lease at Metro West (300 N. Greene Street) into a capital lease that includes the addition of a new on-site garage that will provide 565 more parking spaces than the original lease, and generated an estimated \$80 million in savings. This project supports broader revitalization efforts in the surrounding area, including the University of Maryland at Baltimore and Lexington Market.

Lease Management and Procurement

To support the State's goal of modern, efficient workspaces for our dedicated public servants and improved public service delivery, DGS continued negotiating favorable lease renewals for executive branch agencies. Projects included office renovations, building electrification, and EV charging station installations, advancing the State's climate and sustainability goals. In FY2025, ORE oversaw 77 leases totaling \$9.1 million that were approved by the BPW.

Modernized Workspaces for Enhanced Service Delivery

The following relocations and renovations provided State agencies and employees with modern workspaces, improving the employee experience while allowing the agencies to better serve Marylanders.

Department of Planning

Relocated from the State Center Complex to 120 E. Baltimore Street, this new 19,329 net usable square foot space spans 1.5 floors and features EV parking and building amenities. A central spiral staircase connects both floors, encouraging collaboration and maximizing natural light in a modern, functional environment.

Office of the Public Defender – Mental Health Unit

Expanded at 7030 Dorsey Road in Hanover, the new 6,943 square foot space provides a secure and professional environment for attorneys, social workers, and investigators. Offices are designed for confidentiality and virtual court access, with new furniture and upgraded IT.

Department of Labor & Department of Information Technology

Both departments were relocated from the State Center Complex to 100 South Charles Street in Baltimore's Central Business District. Their shared space covers 161,865 net usable square feet and includes EV charging stations, dining options, and a fitness center.

Department of Education – Division of Rehabilitation Services

In April, DGS finalized a 3,515 square foot office lease for the Division of Rehabilitation Services, which administers public vocational rehabilitation and Disability Determination Services. The new location enhances support through the Office of Field Services, serving clients statewide.

Land Acquisition & Disposal

Affordable Housing Offering

This unit continues to advance Maryland's affordable housing goals through implementation of House Bill 927/Senate Bill 744 (Chs. 336/337, 2022), further strengthened by the Moore-Miller Administration's priority initiative under Executive Order 01.01.2025.19, Developing Housing on State-Owned Land.

When State-owned property is no longer needed and no other State agency or local government expresses interest, the Department of Housing and Community Development (DHCD) evaluates it for potential redevelopment as affordable housing. If the property qualifies, DGS, in consultation with DHCD, the Maryland Department of Planning (MDP), and the originating agency, may propose donating it to a nonprofit or selling it to a developer committed to redeveloping it as affordable housing or mixed-use housing.

In alignment with these efforts, DGS is preparing to issue an offering for 2100 Guilford Avenue in Baltimore city, a site identified by DHCD as ideal for affordable and mixed-use development.

BY THE NUMBERS

\$1.7 million negotiated for **5** easements and disposals across **237** acres

94 MALPF easements processed for **12,356** acres valued at **\$61.8M**

430 appraisal reviews and **93** staff appraisals completed

4,512,040 sq ft of lease space inspected across **187** sites

9 construction projects totaling **312,687** net usable square feet of leased space were coordinated and completed

1,064 lease compliance calls and **1,050** emails were responded to

\$9.1 million in leases approved for **77** lease agreements

\$86,306 saved through audit of landlord operating expense / real estate tax invoices

Muhammed Abdullateef
Assistant Secretary



From daily operations and maintenance to long-term strategic planning and sustainability initiatives, OFM works proactively to ensure that physical assets are well-maintained, provide comfortable working conditions for state personnel and their visitors, and are poised to meet the state's future needs.

Facility Upgrades

State District Court buildings received key infrastructure upgrades to improve energy efficiency, safety, and security. Nine buildings received LED lighting, while two received new HVAC systems. Two facilities received fire alarm systems, and generators were replaced in two others to ensure reliable backup power. Security enhancements included a new camera system in one building and card access controls in another.

OFM created **17,337 preventative maintenance work orders**, 17,321 of which were successfully completed. In addition to preventive efforts, the unit successfully managed **10,897 unscheduled work orders**.

District Court–MSC Facilities (22 total):

These facilities function as District Courts combined with Multi-Service Centers (MSCs), strategically designed to streamline access to public services. Each location brings together a mix of state and county agencies, allowing residents to access judicial services, social programs, and other essential government functions under one roof.

Baltimore Group Facilities (8 total):

Separate from the court and MSC system, these buildings are dedicated solely to housing various state agencies. They support the operational needs of departments and programs that deliver services across the state, but do not include court or county functions.

Annapolis Group Facilities (22 total):

Located in the heart of Maryland's capital, these facilities include some of the state's most prominent government buildings, such as the State Capitol, Governor's Mansion, and offices for legislative services and state administration. These buildings form the core of Maryland's executive and legislative operations, serving both ceremonial and functional roles in state governance.

As part of its **Building Equipment Analysis and Predictive Maintenance** initiative, DGS collected **562 equipment readings**, including vibration and temperature data, across its managed sites. This proactive monitoring identified and resolved **78 critical** issues, preventing potential equipment failures and ensuring continued operational reliability.



BY THE NUMBERS

17,321 work orders completed out of **17,337** shows a **99.9%** completion rate

Collected **562** equipment readings

Resolved **78** critical issues

Office of State Procurement

Wallace Sermons II
Chief Procurement
Officer (CPO)



The Maryland Office of State Procurement (OSP) serves as the State's central procurement authority for all delegated procurements from the Board of Public Works, excluding transportation-related procurements. OSP ensures Maryland acquires the highest quality goods and services through transparent, efficient, and accountable procurement practices that deliver value and promote innovation. Guided by a vision to make Maryland a center of excellence in public procurement, OSP collaborates across agencies and with suppliers to deliver strategic contracts, expand participation opportunities, and uphold the highest standards of integrity and performance in every procurement activity.

In FY2025, OSP advanced Maryland's most ambitious procurement transformation to date—driving progress on the Moore-Miller Administration's vision for a system that is more efficient, equitable, and competitive. This work followed a landmark year in 2024, during which OSP proudly celebrated its fifth anniversary. At the center of the ongoing transformation was Executive Order 01.01.2024.38, Delivering a More Efficient, Equitable, and Competitive Procurement System for Maryland, which formally elevated procurement as a statewide strategic priority. That momentum carried into the 447th Legislative Session with the passage of the Procurement Reform Act of 2025 (House Bill 500), representing the most significant overhaul of Maryland's procurement system in decades.

Procurement Operations & Innovation

OSP's Procurement Operations Division supported agencies across Maryland by managing 1,464 new procurements, including IT, construction, A&E, commodities, facilities maintenance, and professional services—driving more than \$1.1 billion in goods and services procured.

The division also managed 360+ active statewide contracts. Among the year's most significant procurements was the award of a multi-year contract to support the Department of Budget and Management's Pharmacy Benefits Plan, with a potential value exceeding \$2.4 billion. OSP launched the Milestone Status Portfolio, improving project visibility, communication, and risk escalation.

Innovation and Continuous Improvement(ICI)

Established as OSP's first dedicated division for modernization, ICI ap-

plies Lean Six Sigma, Agile methodologies, and human-centered design to reduce inefficiencies and improve collaboration.

Equity & Business Inclusion

OSP awarded \$151 million to MBE firms (\$97.2 million primes; \$54.2 million subs)—an 18% increase from the prior year. Additional awards included \$38.8 million to Veteran-Owned Small Businesses and \$200 million+ to Certified Small Businesses. OSP engaged in 24 outreach events with MBE, SBR, and VSBE communities.

Procurement Infrastructure, Policy & Oversight

OSP expanded the Policy Division to serve as a centralized authority for procurement policy, translating Executive Order 01.01.2024.38 and the Procurement Reform Act into actionable frameworks. Complementing this work, the Office of Contract Oversight (OCO) was established to ensure transparency, accountability, and efficiency in State contract management – providing all stakeholders with the guidance, tools, and resources needed to promote compliance, strengthen partnerships, and achieve successful contract outcomes.

Professional Development & Maryland Procurement Academy (MDPA)

- Launched asynchronous methods of the Certified Maryland Procurement Associate (CMPA) program, expanding access to foundational training.
- Introduced Maryland Contract Monitoring Basics (100+ participants in first 3 months).
- Partnered with the Green Purchasing Committee to launch Introduction to Green Purchasing (240+ participants since Nov 2024).
- Certifications in FY 2025: 230 successful participants in the CMPA program, a 25% increase from

the previous year; 56 successful participants in the Certified Maryland Procurement Officer (CMPO) program, the state's primary credentialing program for the procurement officer classification; and 23 successful participants in the Green Purchasing Specialist (GPS) program.

- Delivered “Team Building Through Effective Interpersonal Communication” to 50+ OSP employees.
- Expanded internship program, hosting 6 interns supporting policy, analytics, and process improvement.

National Leadership & Industry Engagement

OSP represented Maryland at the National Association of State Procurement Officers (National Association of State Procurement Officials) State Training Coordinators Conference, National Association of State Procurement Officials Leads, National Association of State Procurement Officials REACH, and the National Institute of Government Purchasing (NIGP) Forum. OSP leadership delivered presentations on workforce development, leadership transitions, and team management.

Transparency, Data, and Future Talent

ICI developed new tracking systems to monitor Executive Order deliverables and created an MOU framework to expand HBCU participation in state procurement. The team also produced 196 recurring and ad hoc reports, 35 statutory reports, and introduced a centralized Data Intake Form to streamline information collection and analysis. In support of workforce development, ICI partnered with the NASPO to pilot the Future of Procurement Apprenticeship Program – the first public procurement apprenticeship program in the nation. Outreach efforts further included engaging with more than 75 students across multiple sessions to introduce public procurement as a career pathway and demonstrate the impact of public service.

BY THE NUMBERS

More than **\$1.1 billion** in goods and services

Managed more than **360** active statewide contracts

Awarded **\$151** million to minority-owned businesses

Awarded **\$38.8** million to veteran-owned small businesses

Business Enterprise Administration



The Business Enterprise Administration (BEA) is composed of 38 employees and supports DGS operations through its key units:

-  Federal Surplus Property
-  Inventory Standards and Support Services (ISSSD)
-  Surplus Property
-  Fleet and Fuel operations
-  Mail Courier Service

BEA's work strengthens accountability, increases revenue, and provides cost-saving solutions for state agencies and Maryland citizens.

BY THE NUMBERS

GovDeals sale of surplus state inventory **\$1,717,135**.

1,400 items from M&T Bank Stadium and **2,500** items from Pimlico Racetrack were sold or redistributed.

684 vehicles and equipment items sold at auction generated **\$2,100,000** in revenue.

BEA managed over **100,000** surplus property items with an original cost of **\$104,000,000**, including more than **2,700** items transferred to other agencies valued at **\$1,690,000**.

Over **5,000** items valued at **\$12,600,633** were donated to organizations serving impoverished populations.

Veteran-Owned Small Businesses (VOSBs) received **\$162,097** in donated property.

Educational institutions received **\$17,397** in donated property.

Public agencies received **\$345,573** in donations.

SBA Small Business 8(a) organizations received **\$264,596**.

Volunteer fire departments received **\$6,787**.

BEA dispensed over **10,500,000** gallons of consigned fuel and **10,200,000** gallons of bulk fuel.

Five statewide inventory compliance audits were completed.

Over **200** property officers participated in statewide training led by ISSSD.

Inventory Compliance Subunit

To improve inventory accuracy, the Inventory Standards and Support Services Division (ISSSD) established a statewide compliance subunit and reinstated on-site audits. The establishment of the Statewide Inventory Compliance Subunit provides all state agencies with a dedicated team to assist them in ensuring compliance with the policies and procedures outlined in the DGS Inventory Control Manual. The establishment of this subunit provides agencies with consistent guidelines.

The reinstatement of on-site audits enables DGS to conduct more comprehensive audits that assist agencies in identifying potential inventory findings and provide guidance and expertise on the corrective actions needed to bring their agencies into compliance. These audits identified gaps in physical inventory practices and led to corrective action.

ISSSD:

- Developed standardized audit procedures and prep materials
- Conducted audits at the Maryland Department of Agriculture, the Maryland Department of the Environment, the Maryland Commission on Civil Rights, the Register of Wills (Prince George's County), and the Maryland State Archives

These efforts improved inventory management.

Fleet Management

ISSSD led several key initiatives, including:

- Development of the **Automated Fleet Reservation System and DGS Inventory Management System**
- Expert support on procurement for the **Statewide Auctioning & Towing Services and Consigned Fuel & Maintenance Services** contracts
- Provided guidance to DBM on disposing of underutilized vehicles under the **Governor's Modernization Initiative**

Surplus Property Auctions

DGS redistributes state-owned property that is deemed to be excess to the State's needs through online auctions open to State agencies, local jurisdictions, non-profit organizations, and the general public. Selling Maryland's surplus assets through a public online auction is a convenient and cost-effective way to purchase various assets, including furniture, equipment, and supplies.

The Surplus Property Division conducted two major auctions:

- **M&T Bank Stadium Furniture Auction** (Dec 2024–Feb 2025, staged at 301 W. Preston Street)
- **Pimlico Racetrack Deconstruction Auction** (Apr–Jun 2025, staged at 5201 Park Heights Avenue)

DGS collaborated with the Maryland Stadium Authority to inventory, stage, and market auction items. The Surplus Property Division managed online listings, buyer coordination, and item removal—streamlining sales and increasing efficiency.

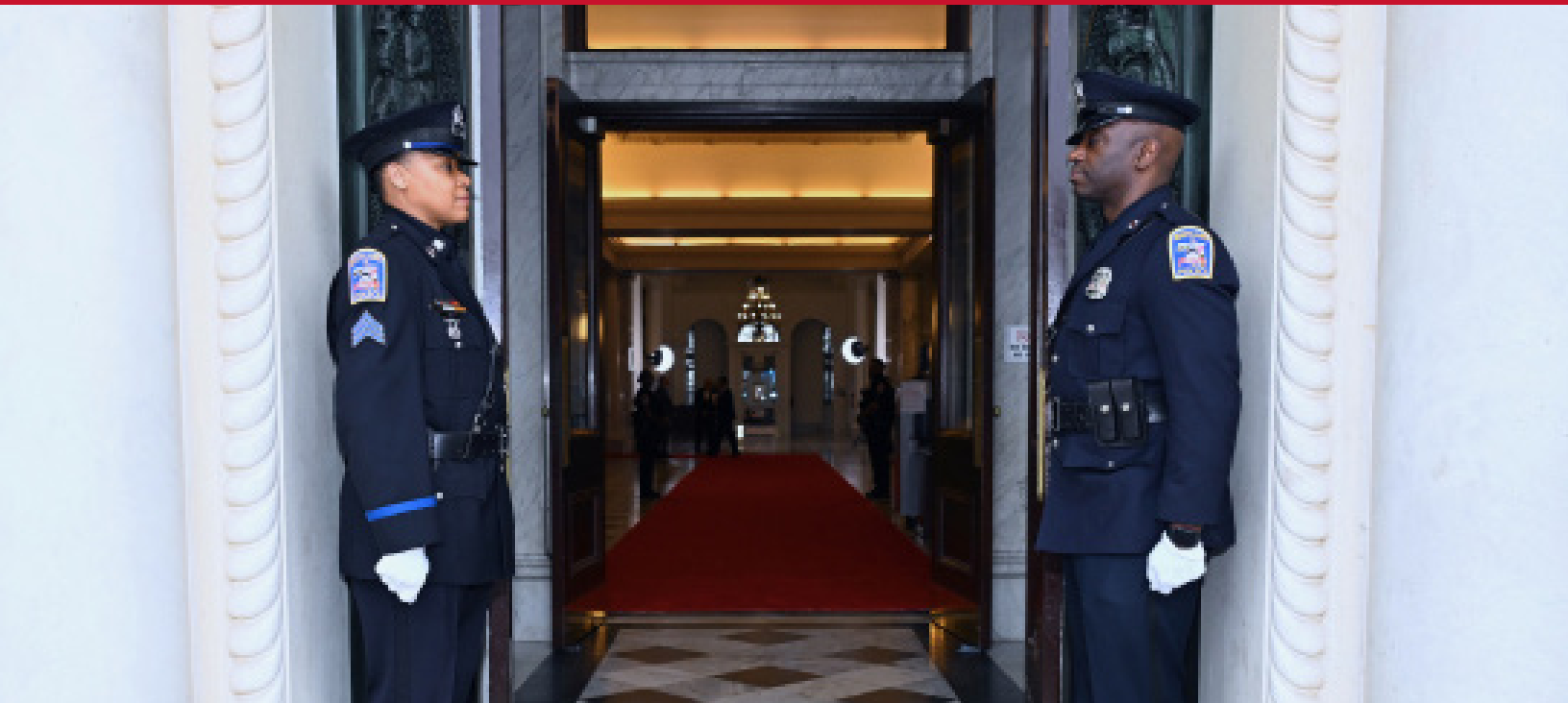
Federal Surplus Property Donations

The Federal Surplus Property Donation Program enables certain non-federal organizations, such as local jurisdictions and non-profit organizations, to obtain surplus property no longer needed by the Federal government. DGS serves as the State Agency for Surplus Property (SASP), designated to administer the Federal donation program in Maryland.

Through the program, DGS donated over \$13 million in surplus property to nonprofits, schools, Veteran-Owned Small Businesses (VOSB), and public agencies statewide. These donations supported public services, enhanced educational resources, reduced costs for state and local agencies, and directly benefited Maryland citizens.

Maryland Capitol Police

Michael Wilson
Chief



The Maryland Capitol Police (MCP), a full-service law enforcement agency staffed by 210 employees, provides police and security services to state-owned buildings, parking lots, garages, and state-leased properties. The department is organized into three key bureaus: Administrative Services, Field Operations, and Support Services, ensuring comprehensive protection and safety across state facilities.



Security Card Processing Center

MCP manages the Security Card Processing Center (SCPC), which issues state ID cards to employees, contractors, lobbyists, and local government officials. In addition to serving a critical security function, the SCPC also oversees proxy access to state buildings and parking facilities.

On the first day of the 2025 legislative session alone, the SCPC issued 222 State ID cards to legislators and their staff.

For the full fiscal year, SCPC issued a total of 14,805 State ID cards and processed 3,711 parking requests.

K-9 Unit

The MCP Explosive Detection K-9 Unit comprises six K-9 officers and their handlers. The unit provides K-9 services in Baltimore, Annapolis, and state-owned buildings throughout Maryland. It also supports many other police departments across the state where bomb detection resources are needed. The MCP K-9 Unit has continued its partnership with the Maryland Stadium Authority, scanning the stadiums for the Baltimore Ravens and Orioles home games. They also partner with local colleges and universities, supporting events such as commencements.

The work the K-9 officers and their handlers perform is vital to the safety of Maryland citizens and visitors.

Throughout the year, the MCP K-9

Unit conducted 4,485 K-9 scans, including:

- 987 patrol checks
- 764 vehicle scans
- 72 traffic enforcement scans
- 281 VIP event scans
- 125 scans of unattended bags

The K-9 Unit participated in 147 community demonstrations and responded as the lead K-9 agency for five active bomb threats.

Recruitment/Hiring

In FY2025, the MCP Recruitment & Hiring Unit supported the agency's mission by overseeing the full hiring process, from application intake to background investigations and onboarding. Now under the newly formed Administrative Services Bureau, the unit collaborated with the DGS HR Office, Internal Affairs, the Security Card Processing Center, and Support Services to streamline operations.

This year, the unit was restructured to improve efficiency, including the development of a centralized background investigations database to enhance tracking, documentation, and processing times.

Notable achievements included recruiting DGS's inaugural class of seven Police Officer Trainees to attend a police academy. This ongoing initiative was developed in order to create a pipeline of new entry level police officers for MCP. These types of initiatives were designed to significantly reduce the length of time it takes to recruit, select and onboard new Police Officers. Recruitment challenges persisted due to statewide applicant shortages, wage competition, and housing costs. In response, the unit expanded lateral hiring efforts, participated in job fairs, and increased digital outreach, including recruitment videos.

BY THE NUMBERS

Responded to
98,375
calls for service

Conducted
80,240
building and premise checks

Secured
114
rallies and demonstrations



Committees, Conferences, and Giving Back



Committees

In addition to active roles in the Interagency Commission on School Construction, Maryland Community Investment Corporation, Task Force to Ensure the Safety of Judicial Facilities, and Governor's Artificial Intelligence Subcabinet, among others, DGS is proud to be a partner in the following groups:

Maryland Green Purchasing Committee

DGS chairs the Maryland Green Purchasing Committee, a state-led initiative dedicated to promoting environmentally responsible procurement practices across all state agencies. The Committee works to integrate sustainable principles into Maryland's purchasing decisions, ensuring that goods and services procured by the State minimize environmental impact and align with broader sustainability goals.

Maryland Green Building Council

DGS serves as an ex-officio member of the Maryland Green Building Council. The Council

evaluates cost-effective, high-performance building technologies and advises on their use in state facility construction to expand green building practices in Maryland. Its annual report includes recommendations for implementing a state high-performance building program.

Sustainable Growth Subcabinet

DGS serves as an ex-officio member of the Sustainable Growth Subcabinet. The Subcabinet supports the implementation of the Sustainable Growth Policy and recommends changes in state law, regulations, and procedures to the Governor. It also oversees the Priority Places Strategy and works to create, enhance, support, and revitalize sustainable communities across Maryland. Through the sustainable lens, the subcabinet focuses on equity, economy, and environment in land use. DGS also staffs the Sustainable Growth Coordinating Committee, reviewing exceptions to the State's Priority Funding Area growth-related programs, Sustainable Community Designations, and other policy-related programs.



Procurement Improvement Council

The Chief Procurement Officer chairs the Procurement Improvement Council (PIC). The Council ensures that state procurement policies and procedures are effective, and it advises the General Assembly on proposed legislation aimed at improving the efficiency and transparency of state procurement. The PIC meets quarterly with stakeholders to discuss and resolve procurement-related concerns.

Hearing Accessibility Advisory Board

DGS administers the state's Hearing Accessibility Advisory Board. The Board monitors recipients of state funds to ensure compliance with requirements for installing assistive listening systems in assembly areas during construction or renovation. Its members include individuals with expertise in assistive listening systems and consumers of these technologies.

Building Energy Transition Implementation Task Force

DGS served on the Building Energy Transition Implementation Task Force, a temporary public-private group formed to support the state's decarbonization goals. Through its Office of Design, Construction, and Energy, DGS chaired the Large Building Subgroup and provided recommendations for large commercial buildings under Maryland's Building Energy Performance Standards. The Task Force submitted its final report to the Governor and General Assembly, concluding its work.

Maryland Food Center Authority

ORE participates in the Maryland Food Center Authority (MFCA) as an ex-officio board member and supports MFCA's procurement and leasing committees. MFCA's mission is to develop, own, operate, improve, and maintain real estate projects that provide economical, sanitary, and modern facilities for food distribution in the State of Maryland.





Conferences

National Association of State Facility Administrators

In May 2025, the DGS Assistant Secretary for ORE delivered a presentation at the National Association of State Facility Administrators (NASFA) Conference in Utah. Her presentation focused on the adaptable reuse of state buildings, highlighting several successful past projects in Maryland. She also emphasized the opportunities presented by new affordable housing legislation as a pathway for community-oriented reuse of surplus state properties.

National Association of State Procurement Officers (NASPO)

OSP demonstrated strong engagement at the National Association of State Procurement Officials Leads and National Association of State Procurement Officials REACH Conferences, both held in Denver. At National Association of State Procurement Officials Leads, Maryland's delegation actively collaborated with peers on cooperative

purchasing and the National Association of State Procurement Officials ValuePoint process. During National Association of State Procurement Officials REACH, Senior Procurement Director Jamie Tomaszewski, Chair of National Association of State Procurement Officials's Eastern Regional Council, led the regional meeting, while CPO Wallace Sermons II delivered a presentation titled "Climbing the Career Ladder in Public Procurement," providing valuable guidance to mid-career professionals navigating leadership transitions.

National Association of State Chief Administrators (NASCA) Conference

DGS Secretary Atif Chaudhry represented the Agency at the National Association of State Chief Administrators (NASCA) Conference in New Orleans. NASCA supports state Chief Administrators and their leadership teams in strategically transforming government operations through shared knowledge and thought leadership. Its primary members include cabinet-level officials and senior executives

who lead agencies providing operational support across state governments. Secretary Chaudhry both attended and spoke at the conference, contributing to key discussions on improving the efficiency and effectiveness of state government operations.

US Department of Energy Better Buildings Summit

David St. Jean and Victoria Nellis represented DGS at the U.S. Department of Energy's Better Buildings Summit. David St. Jean participated in interactive, team-based sessions focused on aligning real-world energy projects with non-traditional financing solutions. Victoria Nellis spoke on the challenges and best practices in refrigerant management, sharing insights into effective strategies for environmental compliance and sustainability.

Maryland Municipal League

DGS participated in the Maryland Municipal

League (MML) Conference as an exhibitor, engaging with local government officials from across the state. The conference serves as a key forum for municipal leaders to explore resources and opportunities available to their communities, offering a range of workshops and networking opportunities.

Maryland Association of Counties

DGS participated as an exhibitor in the Maryland Association of Counties (MACo) Conference, engaging with county executives and representatives from across the state. The conference serves as a platform for collaboration between state and local governments, showcasing the resources available to support Maryland's counties and their residents. In addition to informational sessions, MACo provides valuable networking opportunities for county leaders to share best practices and strengthen inter-county partnerships.

Giving Back

Special Olympics Maryland

The Maryland Capitol Police (MCP) proudly continued its partnership with Special Olympics Maryland. MCP officers participated in key fundraising and awareness events, including:

- Polar Bear Plunge
- Deep Creek Dunk
- Law Enforcement Torch Run
- Summer Games Medal Ceremony

Furthering MCP's commitment to this great organization, Major Bryan Waser holds a position on the Law Enforcement Torch Run executive board. Collectively, the MCP team members dedicated over 100 volunteer hours and raised several thousand dollars to

support the volunteers and athletes of the Special Olympics Maryland.

Donating School Supplies

As part of this year's Take Your Kids to Work Day, DGS turned learning into action by encouraging participating children to donate school supplies for students in need. The effort not only taught the student the value of community service and generosity but also delivered tangible support to classrooms across Baltimore City. This simple act of giving fostered civic pride among employees and their families while strengthening the Department's connection to the community.



Divisions and Offices of the Maryland Department of General Services

Business Enterprise Administration

Inventory Standards and Support Services
State Agency for Surplus Property

Maryland Capitol Police

Headquarters
Baltimore Division
Annapolis Division
Support Services

Office of Design, Construction, & Energy

Project Cost Center
Capital Project Management
Design Review Service
Construction Inspection
Facilities Engineering
Energy & Sustainability
Public Schools & Community Colleges

Office of External Affairs

Communications
Marketing and Outreach
Records Management
Legislative and Governmental Affairs
Audits and Compliance

Office of Facilities Management

Annapolis Public Buildings and Grounds
Baltimore Public Buildings and Grounds
District Courts and Multi-Service Centers
Computerized Maintenance Management System Unit

Office of Real Estate

Land Acquisition & Disposal
Lease Management & Procurement
Lease Construction & Compliance
Valuation & Appraisal

Office of the Secretary

Capital Grants and Loans
Human Resources
Life Safety & Quality Improvement
Emergency Management
Technology Management
Fiscal Services
Equal Employment Opportunity and Fair Practices
Performance Management & Innovation

Office of State Procurement

Procurement Operations
Procurement Infrastructure
Innovation and Continuous Improvement



Maryland

DEPARTMENT OF
GENERAL SERVICES

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