

§ 132. Powers and duties of the Department.

(a) In general.

The Department has the powers and duties specified in this section.

(b) Supervision of municipal buildings, related improvements.

(1) Unless otherwise provided by this Charter, the Director shall supervise all municipal buildings and related improvements made in Baltimore City or elsewhere by or for the City or any municipal agency.

(2) All plans and specifications for these municipal buildings and related improvements, including those involving engineering questions, shall be submitted to the Director for Approval.

(c) Construction, maintenance, etc., of buildings, related improvements.

(1) Unless otherwise provided by this Charter, the Department has charge of the construction, demolition, alteration, operation and maintenance of all municipal buildings and related improvements.

(2) To carry out these activities, the Director may enter and occupy any municipal property after giving due notice to the agency having control of the property. The Director shall restore any property so entered to the condition in which it was before the entry.

(d) Operational and Structural Oversight

(1) Alignment of Facilities with Operational Requirements

The Department shall manage and oversee the alignment of City-owned facilities to ensure structural and operational consistency with the broader administrative framework of the City. This includes regular assessments of facility use to identify opportunities for enhanced efficiency, functionality, and resource optimization.

(2) Periodic Facility Assessments

(i) The Department shall conduct periodic reviews of City facilities, evaluating their functional necessity, operational footprint, and overall alignment with administrative objectives.

(ii) Recommendations from these assessments shall inform adjustments to ensure efficient use of facilities and to reduce unnecessary administrative burdens associated with maintaining surplus or underutilized assets.

(3) Consolidation of Administrative Assets

The Department shall ensure that administrative and operational assets are appropriately housed within City-owned or leased facilities, with emphasis on reducing redundancies, optimizing space utilization, and consolidating operations to achieve efficiency objectives.

(4) Structural Optimization Protocols

(i) The Department shall establish protocols for the reconfiguration, repurposing, or divestiture of facilities as necessary to align with operational needs and efficiency standards.

(ii) Any plans for facility expansion or continued use must demonstrate alignment with measurable operational benefits and resource sustainability.

(5) All operational resources, including physical assets under the Department's jurisdiction, shall be reviewed on a recurring basis to evaluate compliance with established efficiency benchmarks and structural performance standards.

[(d)] (e) – (f) {Repealed by Res. 14-016, ratified Nov. 4, 2014.}

(g) Fleet management.

(1) The Department is responsible for:

- (i) the maintenance, repair, and operation of all motor vehicles and related equipment owned by the City, whether held for general service or assigned for the use of a particular office or agency,
- (ii) the maintenance and operation of related garages, depots, and shops;
- (iii) the inspection of all City vehicles and related equipment and the keeping of proper records about how these vehicles and equipment are handled and operated;
- (iv) the assignment of these vehicles and related equipment for the use of officers and other agencies of the City; and
- (v) the maintenance or the hiring of any hauling or passenger service needed by any municipal agency.

(2) This subsection does not apply to motor vehicles and related equipment of the Baltimore City Public School System, except to the extent requested by that department and agreed to by the Department of General Services.

(h) Assistance to other agencies.

On the request of the head of a municipal agency, the Director shall:

- (1) supply estimates of the cost of work for building improvements and vehicles to be done for that agency during the next fiscal year; and
- (2) perform services for the municipal agency of the same general character as those carried on by the Department, the cost of which shall be charged to the agency requesting the services and shall be paid out of the funds appropriated to it.

(i) Additional powers and duties.

The Department has the additional powers and duties as are prescribed by law.

(Res. 08-003, ratified Nov. 4, 2008.)