

<b>PRE-PROPOSAL CONFERENCE RESPONSE FORM</b>
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**Project No. SBE-2010-02  
STATE OF MARYLAND**

A Pre-Proposal Conference shall be held at 9:30 a.m. on Monday, August 17, 2009, at the State Board of Elections, 151 West Street, Suite 200, Annapolis, MD 21401. Please return this form by advising whether or not you plan to attend.

In order to assure adequate seating and other accommodations at the Conference, it is requested that by 2:00 PM, [insert date], all prospective Offerors planning to attend shall return the Pre-Proposal Conference Response Form by fax, email, mail or call the Procurement Officer at (410) 269-2863 with such notice. In addition, if there is a need for sign language interpretation and/or other special accommodations due to a disability, it is requested that at least five days advance notice be provided. The Department shall make reasonable efforts to provide such special accommodation.

For directions to the meeting site, you may contact Donna Wiltshire at 410-269-2863 or visit the SBE website (<http://www.elections.state.md.us/about/directions.html>).

Return by mail, fax or email this form to the Procurement Officer:

Donna Wiltshire, Director of Voting Systems & Procurement  
Maryland State Board of Elections  
151 West Street, Suite 200, Annapolis, MD 21401  
Fax #: (410) 974-2019 [dwiltshire@elections.state.md.us](mailto:dwiltshire@elections.state.md.us)

Please indicate:

Yes, the following representatives by name and title shall be in attendance:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

No, we shall not be in attendance.

Signature: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Representing (business name): \_\_\_\_\_

Telephone: \_\_\_\_\_

eMail: \_\_\_\_\_



## **Request for Proposals**

### **Maryland Statewide Optical Scan Voting System**

**Solicitation No. 2010-02**

**Issue Date: August 3, 2009**

#### NOTICE

Prospective Offerors who have received this document from the State Board of Elections' web site, [eMarylandMarketplace.com](http://eMarylandMarketplace.com), or who have received this document from a source other than the Procurement Officer, and who wish to assure receipt of any changes or additional materials related to this RFP, should immediately contact the Procurement Officer and provide their name and mailing address so that amendments to the RFP or other communications can be sent to them.

Minority Business Enterprises (MBEs) are encouraged to respond to this solicitation

**STATE OF MARYLAND  
NOTICE TO OFFERORS/CONTRACTORS**

In order to help us improve the quality of State proposals solicitations, and to make our procurement process more responsive and business friendly, we ask that you take a few minutes and provide comments and suggestions regarding the enclosed solicitation. Please return your comments with your proposals. If you have chosen not to bid on this contract, please fax this completed form to: 410-974-2019 or email to the attention of Donna Wiltshire, Procurement Officer @ dwiltshire@elections.state.md.us. Your assistance is appreciated.

Title: Maryland Statewide Optical Scan Voting System  
Solicitation No: SBE 2010-02

1. If you have responded with a "no bid", please indicate the reason(s) below:
  - Other commitments preclude our participation at this time.
  - The subject of the solicitation is not something we ordinarily provide.
  - We are inexperienced in the work/commodities required.
  - Specifications are unclear, too restrictive, etc. (Explain in REMARKS section.)
  - The scope of work is beyond our present capacity.
  - Doing business with Maryland Government is simply too complicated. (Explain in REMARKS section.)
  - We cannot be competitive. (Explain in REMARKS section.)
  - Time allotted for completion of the bid/proposals is insufficient.
  - Start-up time is insufficient.
  - Bonding/Insurance requirements are restrictive. (Explain in REMARKS section.)
  - Bid/Proposals requirements (other than specifications) are unreasonable or too risky. (Explain in REMARKS section.)
  - MBE requirements. (Explain in REMARKS section.)
  - Prior State of Maryland contract experience was unprofitable or otherwise unsatisfactory. (Explain in REMARKS section.)
  - Payment schedule too slow.
  - Other: \_\_\_\_\_

2. If you have submitted a bid or proposal, but wish to offer suggestions or express concerns, please use the Remarks section below. (Use the reverse of this page or attach additional pages as needed.)

REMARKS:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Offeror Name: \_\_\_\_\_ Date \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Contact email: \_\_\_\_\_ Business website: \_\_\_\_\_

Business Address: \_\_\_\_\_

Return to Donna Wiltshire @ dwiltshire@elections.state.md.us or fax to 410.974.2019

**State of Maryland**  
**KEY INFORMATION SUMMARY SHEET**  
**Request for Proposals**  
**MARYLAND STATEWIDE OPTICAL SCAN VOTING SYSTEM**  
**SOLICITATION # SBE 2010-02**

RFP Issue Date: August 3, 2009

RFP Issuing Office: Maryland State Board of Elections

Procurement Officer: Donna Wiltshire, Director of Procurement and Voting Systems  
Office Phone: 410-269-2863  
Fax: 410-974-2019  
e-mail: [dwiltshire@elections.state.md.us](mailto:dwiltshire@elections.state.md.us)

Proposals are to be sent to: State Board of Elections  
P.O. Box 6486  
151 West Street, Suite 200  
Annapolis, MD 21401-6486  
Attention: Donna Wiltshire, Procurement Officer

Pre-Proposal Conference: August 17, 2009 at 9:30 a.m.  
State Board of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401  
For directions to SBE, visit  
<http://www.elections.state.md.us/about/directions.html> or contact the  
Procurement Officer identified above

Closing Date and Time: September 4, 2009 at 1:00 p.m. [Local Time]

**NOTICE**

Prospective Offerors who have received this document from the State Board of Elections web site, [eMarylandMarketplace.com](http://eMarylandMarketplace.com), or who have received this document from a source other than the Procurement Officer, and who wish to assure receipt of any changes or additional materials related to this RFP, should immediately contact the Procurement Officer and provide their name and mailing address so that amendments to the RFP or other communications can be sent to them

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## **SECTION 1: GENERAL INFORMATION**

### **1.1 EXECUTIVE SUMMARY**

The State Board of Elections (SBE) is responsible for managing and supervising elections and voter registrations in the State. SBE directs, supports, monitors, and evaluates the activities of each local board. In addition, SBE administers sections of the Election Law Article of the Annotated Code of Maryland that govern the receipt and expenditure of funds for election campaigns, and the Public Financing Act, which provides for public financing of the campaigns of eligible gubernatorial candidates who elected to use such funds. SBE also serves as a depository for election and registration records, campaign financial reports, and other election information.

Through this solicitation, SBE will procure the precinct count optical scan voting equipment for Election Day voting and central count optical scan equipment for absentee and provisional voting as well as other peripheral and ancillary components necessary to conduct an election.

### **1.2 ABBREVIATIONS AND DEFINITIONS**

In this solicitation, the following words have the meanings indicated.

“Americans with Disabilities Act of 1990” (ADA) is the federal law ensuring equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation. The Act is codified at 42 U.S.C. 12101 et seq.

“Absentee Ballot” is a ballot that will be sent to a voter, upon request, who will then mark the ballot with their selections and return it (the ballot) to the designated Local Board of Elections prior to the close of the polls on Election Day.

“Best Value” means the expected outcome of an acquisition that, in the State’s estimation, provides the greatest overall benefit in response to the requirement.

“Offeror or Vendor” refers to an entity that submits a proposal in response to this solicitation.

“Canvass” means the official examination of ballots cast in an election to determine the election results.

“Central Count” means the ability to count votes at a central location. Central count voting devices are used in Maryland primarily to count absentee and provisional ballots.

“Code of Maryland Regulations” (COMAR) refers to regulations adopted under the Administrative Procedures Act. Regulations concerning voting system are found in Title 33 of COMAR.

“Contract” means the specific agreement awarded to the successful Offeror pursuant to this RFP. The Contract shall be in the form of Attachment C.

“Contract Manager” is the State representative for this project that is primarily responsible for contract administration functions, including issuing written direction, compliance with terms and conditions, monitoring this project to ensure compliance with the terms and conditions of the contract and to assist the State Project Manager in achieving on budget/on time/on target (e.g. within scope) completion of the project who monitors and assesses the performance of the Contractor.

“Contractor” refers to the successful Offeror who signs a contract with the State pursuant to this solicitation.”

“County” refers to the 24 jurisdictions (counties) in Maryland and includes Baltimore City.

“Direct Recording Electronic” (DRE) voting system means a type of voting system where voters make selections on a touch screen interface.

“Early voting” means the ability of voters to cast ballots in person before election day. Early voting does not include absentee voting.

“Election Assistance Commission” (EAC) means the federal agency established under the Help America Vote Act of 2002 to, among other things, adopt Voluntary Voting System Guidelines.

“Election Law Article” means the volume of the Annotated Code of Maryland that governs all federal, State, and county elections in Maryland.

“Election Management System” (EMS) means software that manages an election. The voting system’s EMS is the operating system for the voting system, and SBE’s internal EMS includes Maryland specific election information to define the ballots and report results.

“Electronic Poll Books” means a tablet-like device that is used to check-in voters and encode voter access cards for the direct recording equipment (DRE).

“Evaluation” is the in-depth review and analysis of Offeror’s proposal in response to this solicitation using the expressed evaluation criteria in the solicitation and procedures outlined herein. The purpose of evaluation is to identify strengths and weaknesses, and need for clarification in proposals.

“FTE” means Full-Time employee/personnel that work an average 40 hours per week during the term of the contract whether employed by the Contractor or by subcontracting.

“Help America Vote Act” (HAVA) means the federal law establishing minimum requirements for voting systems. HAVA was enacted as Public Law 107-252 of the 107th Congress and is codified at 42 U.S.C. 15301 et seq.

“Independent Testing Authority” (ITA) means a laboratory accredited by the EAC to test voting systems against the Voluntary Voting System Guidelines or the Voting System Standards established by the Federal Election Commission.

“Local Board of Elections” (LBE) means the entity of local government responsible for conducting elections in its county. There are 24 local boards of elections, one in each Maryland county and Baltimore City.

“Local Time” means Eastern Standard Time or Eastern Daylight Time, as applicable, as such time is observed by the State of Maryland.

“Maryland State Department of Assessments and Taxation, Taxpayer Services Division” (SDAT) means the State agency that serves as custodian of documents relating to the organization and ownership of many types of business entities that are required to file documents with the State. These documents include charters for Maryland corporations and qualifications and registrations for foreign corporations. The Division is the custodian of security interest (UCC) filings. [http://www.dat.state.md.us/sdatweb/general\\_info.html](http://www.dat.state.md.us/sdatweb/general_info.html)

“MBE” means a Minority Business Enterprise certified by the Maryland Department of Transportation under COMAR 21.11.03.

“Notice to Proceed” Written notice given by the State to the Contractor as authorization and direction to begin work in the areas specified.

“Optical Scan Voting Equipment” is a mark sense system in which voters record their choices by filling in a rectangle, circle or oval, or by completing an arrow on a paper ballot.

“Overvote” occurs when a voter votes for more than the maximum number of votes allowed for a contest. For example, if a voter votes for two candidates in a “vote for one” contest, the ballot has an overvote.

“Precinct” is a geographical area, established in accordance with Maryland Election Law, within which all electors vote at one polling place.

“Precinct Count Optical Scan (PCOS)” is an optical scan voting system in which the voter inserts the ballot into a device which counts the vote within the polling place.

“Procurement Officer” is the State representative, as identified in Section 1.6, responsible for this RFP, for the determination of contract scope issues and the only State representative who can authorize changes to the contract.

“Project Manager” refers to the State representative, as identified in Section 1.7, responsible for planning, organizing, and managing resources to bring about the successful completion of specific project goals and objectives of the project.

“Provisional Ballots” or “Provisional Voting” refers to a ballot provided to individuals who claim they are registered and eligible to vote but whose eligibility or registration status cannot be confirmed when they present themselves to vote. Once voted, such ballots must be kept separate from other ballots and are not included in the tabulation until after the voter’s eligibility is confirmed.

“Purchase Order” is a commercial document issued by the State to a Contractor, indicating the type, quantities and agreed prices for products or services the seller will provide to the State.

“RFP” refers to this Request for Proposals for the State of Maryland, Board of Elections, Solicitation #SBE-2010-02, dated August 3, 2009, including any amendments or addenda.

“State Board of Elections” (SBE) means the State agency responsible for managing and supervising elections in Maryland and ensuring compliance with the requirements of the Election Law Article and any applicable federal law by all persons involved in the elections process.

“Third-Party Components” means parts of the voting system required to operate the voting system. For example, a third-party component could be the operating software needed on the server to run EMS.

“Undervote” occurs when a voter either votes for fewer than the maximum number of votes allowed for a contest or does not vote for any candidates in a contest. For example, if a voter votes for one candidate in a “vote for three” contest, the ballot has an undervote.

“Voter-Verifiable Paper Record” includes a paper ballot prepared by the voter for the purpose of being read by a precinct-based Optical Scanner, a paper ballot prepared by the voter to be mailed to the applicable local board, whether mailed from a domestic or overseas location, and a paper ballot created through the use of a ballot marking device.

“Voting Device” means equipment that counts and records votes. In this solicitation, a voting device is an Optical Scan voting unit.

“Voting System” means all of the necessary components, including hardware, software, and firmware, to count and record votes. For the purposes of this solicitation, the voting system includes voting devices, electronic ballot marking devices, election management system, and all of the accessories and components.

“Voluntary Voting System Guidelines” (VVSG) means the set of specifications that voting systems, voting devices, and software must meet to receive a certification from the EAC. ITAs test voting systems, voting devices, and software against these guidelines. The text of the current version of the VVSG and additional information is available on the following websites:

VVSG Volume One:

[www.eac.gov/voting%20systems/docs/vvsgvolume1.pdf/attachment\\_download/file](http://www.eac.gov/voting%20systems/docs/vvsgvolume1.pdf/attachment_download/file)

VVSG Volume Two:

[www.eac.gov/voting%20systems/docs/vvsgvolume2.pdf/attachment\\_download/file](http://www.eac.gov/voting%20systems/docs/vvsgvolume2.pdf/attachment_download/file)

Summary of Changes:

[www.eac.gov/voting%20systems/docs/vvsgsummaryofchanges.pdf/attachment\\_download/file](http://www.eac.gov/voting%20systems/docs/vvsgsummaryofchanges.pdf/attachment_download/file)

Voting Systems History & Background:

[www.eac.gov/voting%20systems/voting-system-certification-history/](http://www.eac.gov/voting%20systems/voting-system-certification-history/)

Frequently Asked Questions:

[www.eac.gov/voting%20systems/docs/faqs.pdf/attachment\\_download/file](http://www.eac.gov/voting%20systems/docs/faqs.pdf/attachment_download/file)

“Warranty” is a guarantee given to the State, by the Contractor, stating that a product or service is reliable and free from defects and the Contractor will repair/replace the defective product or re-perform the service at no additional charge to the State.

### **1.3 CONTRACT TYPE**

The Contract that results from this RFP shall be a time and materials with firm fixed prices contract in accordance with COMAR 21.06.03.02 for the support and ancillary services, and an indefinite quantity contract with fixed unit prices in accordance with COMAR 21.06.03.06 for voting system equipment and related accessories.

## **1.4 CONTRACT DURATION**

The term of this contract will be for a period of four (4) years commencing on or about January 1, 2010 and terminating December 31, 2013. The State shall have the sole right to exercise up to six (6) 2-year renewal options at its sole discretion.

## **1.5 PROCUREMENT OFFICER AND CONTRACT MANAGER**

All communications regarding this solicitation are to be made solely through the Procurement Officer listed below. Only information communicated by the Procurement Officer will be the official position of the State. Questions regarding this solicitation must be directed to the Procurement Officer in writing (e-mail [preferred]). This does not preclude the Procurement Officer from telephone contact with the designated representative of the Offeror. Such telephone contact by the Procurement Officer does not waive the requirement for the Offeror's contact to be in writing. No response other than written will be binding upon the State. Neither the Offeror or its agents may contact State Board of Elections executives or any State staff, members of the evaluation committee(s) and any other person who will evaluate proposals, regarding this solicitation.

Donna Wiltshire  
Director of Procurement and Voting Systems  
State Board of Elections  
151 West Street, Suite 200, Annapolis, MD 21401  
Telephone #: 410-269-2863 Fax #: 410-974-2019  
E-Mail: [dwiltshire@elections.state.md.us](mailto:dwiltshire@elections.state.md.us)

The Procurement Officer will also serve as Contract Manager responsible for monitoring and assessing the performance of the Contractor after the contract is awarded in response to this RFP. The Department may change the Procurement Officer or Contract Manager at any time by written notice.

## **1.6 PROJECT MANAGER**

The Project Manager is the State representative responsible for the planning, organizing, and managing resources to bring about the successful completion of specific project goals and objectives of the contract awarded as a result of this solicitation is designated below:

Paul Aumayr, Voting Systems Project Manager  
State Board of Elections  
151 West Street, Suite 200, Annapolis, MD 21401  
Telephone #: 410-269-2860 Fax #: 410-974-2019

The Department may change the Project Manager at any time by written notice.

## **1.7 PRE-PROPOSAL CONFERENCE**

A Pre-Proposal Conference ("Conference") shall be held on August 17, 2009 beginning at 9:30 a.m., at the State Board of Elections, 151 West Street, Suite 200, Annapolis, MD 21401.

Attendance at the Pre-Proposal Conference is not mandatory, but all interested Offerors are encouraged to attend in order to facilitate better preparation of their proposals. In addition, attendance may improve the Offeror's overall understanding of technical requirements and the ability to meet the State's Minority Business Enterprise (MBE) goals, affidavits, Living Wage and other administrative requirements

The Pre-Proposal Conference will be summarized in writing. As promptly as is feasible after the Pre-Proposal Conference, a written summary of the Pre-Proposal Conference and all questions and answers known at that time will be distributed, free of charge, to all prospective Offerors known to have received a copy of this RFP.

In order to insure adequate seating and other accommodations at the Pre-Proposal Conference, please submit the Pre-Proposal Conference Response Form (Attachment A) to the attention of Donna Wiltshire, preferably via e-mail at [dwiltshire@elections.state.md.us](mailto:dwiltshire@elections.state.md.us), or via facsimile at (410) 974-2019 with such notice no later than August 13, 2009 5:00 pm. In addition, if there is a need for sign language interpretation and/or other special accommodations due to a disability, it is requested that at least five days advance notice be provided. The SBE shall make reasonable efforts to provide such special accommodation.

## **1.8 QUESTIONS**

The Procurement Officer, prior to the Conference, shall accept written questions from prospective Offerors. If possible and appropriate, such questions shall be answered at the Conference. (No substantive question shall be answered prior to the Conference.) Questions may be submitted to the Procurement Officer by mail, facsimile, or preferably, by e-mail. Questions, both oral and written, shall also be accepted from prospective Offerors attending the Conference. If possible and appropriate, these questions shall be answered at the Conference.

Questions shall also be accepted subsequent to the Conference. All post-Conference questions should be submitted in a timely manner to the Procurement Officer only. The Procurement Officer shall, based on the availability of time to research and communicate an answer, decide whether an answer can be given before the proposal due date. Answers to all substantive questions that have not previously been answered, and are not clearly specific only to the requestor, will be distributed to all Contractors who are known to have received a copy of the RFP.

## **1.9 PROPOSAL DUE (CLOSING) DATE**

An unbound original and five (5) bound copies of each proposal as well as an electronic version on CD (technical and financial) must be received by the Procurement Officer, at the address listed on the Key Information Summary, no later than 1:00 PM (local time) on Friday, September 4, 2009, in order to be considered.

Requests for extension of the closing date or time shall not be granted. Offerors mailing proposals should allow sufficient mail delivery time to ensure timely receipt by the Procurement Officer. Except as provided in COMAR 21.05.02.10, proposals received by the Procurement Officer after the due date September 4, 2009 at 1:00 PM (local time), shall not be considered. Proposals may not be submitted by e-mail or facsimile. Proposals shall not be opened publicly.

### **1.10 DURATION OF OFFER**

Proposals submitted in response to this RFP are irrevocable for 120 days following the closing date of proposals or submission of Best and Final Offers (BAFOs), if requested. This period may be extended at the Procurement Officer's request only with the Offeror's written agreement.

### **1.11 REVISIONS TO THE RFP**

If it becomes necessary to revise this RFP before the due date for proposals, amendments shall be provided to all prospective Offerors who were sent this RFP or otherwise are known by the Procurement Officer to have obtained this RFP. Amendments made after the due date for proposals shall be sent only to those Offerors who submitted a timely proposal.

Acknowledgment of the receipt of all amendments to this RFP issued before the proposal due date must accompany the Offeror's proposal in the transmittal letter accompanying the Technical Proposal submittal. Acknowledgement of the receipt of amendments to the RFP issued after the proposal due date shall be in the manner specified in the amendment notice. Failure to acknowledge receipt of amendments does not relieve the Offeror from complying with all terms of any such amendment.

### **1.12 CANCELLATIONS; DISCUSSIONS**

The State reserves the right to cancel this RFP, accept or reject any and all proposals, in whole or in part, received in response to this RFP, to waive or permit cure of minor irregularities, and to conduct discussions with all qualified or potentially qualified Offerors in any manner necessary to serve the best interests of the State of Maryland. The State also reserves the right, in its sole discretion, to award a contract based upon the written proposals received without prior discussions or negotiations.

### **1.13 ORAL PRESENTATIONS**

Offerors may be required to make oral presentations to State representatives. Significant representations made by an Offeror during the oral presentation must be reduced to writing. All written representations will become part of the Offeror's proposal and are binding if the contract is awarded. The Procurement Officer will notify Offerors of the time and place of oral presentations. Typically, oral presentations occur approximately two to four weeks after the proposal due date.

### **1.14 INCURRED EXPENSES**

The State shall not be responsible for any costs incurred by an Offeror in preparing and submitting a proposal, in making an oral presentation, in providing a demonstration, or in performing any other activities relative to this RFP.

### **1.15 ECONOMY OF PREPARATION**

Proposals should be prepared simply and economically, providing a straightforward, concise description of the Offeror's proposal to meet the requirements of this RFP. The State suggests that Offerors consider printing their proposals double-sided in an effort to reduce the use of paper.

### **1.16 PROTESTS/DISPUTES**

Any protest or dispute related respectively to this RFP or the resulting Contract shall be subject to the provisions of COMAR 21.10 (Administrative and Civil Remedies).

### **1.17 MULTIPLE OR ALTERNATIVE PROPOSALS**

SBE will not accept multiple or alternative proposals in response to this solicitation

### **1.18 MINORITY BUSINESS ENTERPRISE**

A Minority Business Enterprise (MBE) subcontractor participation goal of 5% percent of award value of the has been established for this procurement. Potential sub-contract areas include, but are not limited to: staffing [NACIS CODE 561311], transportation [NACIS CODE 484110 or 484220] and logistics [NACIS CODE 4884]. NOTE: While the NACIS Code is being provided as a guide or general reference for potential Offerors to identify some of the areas that may be sub-contract to MBEs to assist with work performed on this contract. The codes listed are not meant to be construed as absolutes or the only available codes that may be used.

Offerors are required to consider Minority Business Enterprises in any and all opportunities available to meet the established MBE goal for this procurement. To assist Offerors in researching NACIS codes, the following link is provided: <http://www.census.gov/cgi-bin/sssd/naics/naicsrch?chart=2007>

Questions or concerns regarding the MBE requirements of this solicitation must be raised before the receipt of proposals.

Attachments B-1 and B-2 must be completed and submitted with each Offeror's proposal. Failure of the Offeror to complete, sign, and submit Attachments B-1 and B-2 with its response to the RFP will result in the State's rejection of the Offeror's Proposal to the RFP. This failure is not curable.

A current directory of MBEs is available through the Maryland State Department of Transportation, Office of Minority Business Enterprise, 7201 Corporate Center Drive, P.O. Box 548, Hanover, Maryland 21076. The phone number is 410-865-1269. The directory is also available at [http://www.e-mdot.com/MBE\\_Program/Index.html](http://www.e-mdot.com/MBE_Program/Index.html). The most current and up-to-date information on MBEs is available via this web site.

### **1.19 ACCESS TO PUBLIC RECORDS ACT NOTICE**

An Offeror should give specific attention to the clear identification of those portions of its proposal that it considers confidential, proprietary commercial information or trade secrets, and provide justification why such materials should not be disclosed by the State, upon request, under the Access to Public Records Act, Title 10, Subtitle 6, Part III, of the State Government Article of the Annotated Code of Maryland.

Offerors are advised that, upon request for this information from a third party, the Procurement Officer is required to make an independent determination whether the information can be disclosed. (See COMAR 21.05.08.01) Information which is claimed to be confidential is to be identified after the Title Page and before the Table of Contents in the Technical Proposal and, if applicable, also in the Financial Proposal.

### **1.20 MANDATORY CONTRACTUAL TERMS**

By submitting an offer in response to this RFP, an Offeror, if selected for award, shall be deemed to have accepted the terms of this RFP and the State Contract (Attachment C). Any exceptions to this RFP or the Contract shall be clearly identified in the Executive Summary of the technical proposal; exceptions to the required format, terms and conditions of Financial Proposal must also be clearly identified in the Executive Summary, without disclosing any pricing information. A proposal that takes exception to these terms may be rejected.

### **1.21 BID/PROPOSAL AFFIDAVIT**

A completed Bid/Proposal Affidavit must accompany the Technical Proposal submitted by an Offeror. A copy of this Affidavit is included as Attachment D of this RFP.

### **1.22 CONTRACT AFFIDAVIT**

All Offerors are advised that if a contract is awarded as a result of this RFP, the successful Offeror shall be required to complete a Contract Affidavit. A copy of this Affidavit is included for informational purposes as Attachment E of this RFP. This Affidavit must be provided within five business days of notification of proposed Contract award.

### **1.23 ARREARAGES**

By submitting a response to this RFP, each Offeror represents that it is not in arrears in the payment of any obligations due and owing the State of Maryland, including the payment of taxes and employee benefits, and that it shall not become so in arrears during the term of the Contract if selected for contract award.

## **1.24 PROCUREMENT METHOD**

This Contract shall be awarded in accordance with the Competitive Sealed Proposals process under COMAR 21.05.03.

## **1.25 VERIFICATION OF REGISTRATION AND TAX PAYMENTS**

Before a corporation can do business in the State of Maryland it must be registered with the Department of Assessments and Taxation, State Office Building, Room 803, 301 West Preston Street, Baltimore, Maryland 21201. It is strongly recommended that any potential Offeror complete registration prior to the due date for receipt of proposals. An Offeror's failure to complete registration with the Department of Assessments and Taxation may disqualify an otherwise successful Offeror from final consideration and recommendation for Contract award.

## **1.26 VERIFICATION**

Offerors are advised that prior to contract award, SBE will verify that the vendor is not listed on the Federal list of debarred or suspended vendors.

## **1.27 FALSE STATEMENTS**

Offerors are advised that Section 11-205.1 of the State Finance and Procurement Article of the Annotated Code of Maryland provides as follows. In connection with a procurement contract, a person may not willfully:

1. Falsify, conceal, or suppress a material fact by any scheme or device;
2. Make a false or fraudulent statement or representation of a material fact; or
3. Use a false writing or document that contains a false or fraudulent statement or entry of a material fact.

A person may not aid or conspire with another person to commit an act under subsection (a) of this section. A person who violates any provision of this section is guilty of a felony and on conviction is subject to a fine not exceeding \$20,000 or imprisonment not exceeding five years or both.

## **1.28 USE OF "E-MARYLANDMARKETPLACE"**

eMarylandMarketplace (eMM) is an electronic commerce system administered by the Maryland Department of General Services. In addition to using the SBE web site ([www.elections.state.md.us](http://www.elections.state.md.us)) and other means for transmitting the RFP and associated materials, the solicitation and summary of the pre-bid/proposal conference, Offeror questions and the Procurement Officer's responses, addenda, and other solicitation related information will be provided via eMM. In order to receive a contract award, a vendor must be registered on eMM. eMM registration is made through the eMarylandMarketplace website at [www.eMarylandMarketplace.com](http://www.eMarylandMarketplace.com).

### **1.29 PAYMENTS BY ELECTRONIC TRANSFER**

By submitting a response to this solicitation, the Offeror agrees to accept payments by electronic funds transfer unless the State Comptroller's Office grants an exemption. The selected Offeror shall register using the COT/GAD X-10 Vendor Electronic Funds Transfer (EFT) Registration Request Form attached as Attachment F. Any request for exemption shall be submitted to the State Comptroller's Office for approval at the address specified on the COT/GAD X-10 form and shall include the business identification information as stated on the form and include the reason for the exemption. The COT/GAC X-10 form can also be downloaded at: <http://compnet.comp.state.md.us/gad/pdf/GADX-10.pdf>.

### **1.30 LIVING WAGE**

A solicitation for services under a State contract valued at \$100,000 or more may be subject to Title 18, State Finance and Procurement (SFP) Article, Annotated Code of Maryland. Additional information regarding the State's Living Wage requirement is contained in this solicitation (see Attachment G entitled "Living Wage Requirements for Service Contracts"). If the Offeror fails to submit and complete the Living Wage Affidavit of Agreement (Attachment H), the State may determine an Offeror to be not responsible.

Contractors and Subcontractors subject to the Living Wage Law shall pay each covered employee at least \$11.30 per hour, if State contract services valued at 50 percent or more of the total value of the Contract are performed in the Tier 1 Area. If State contract services valued at 50 percent or more of the total contract value are performed in the Tier 2 Area, an Offeror shall pay each covered employee at least \$8.50 per hour. The specific Living Wage rate is determined by whether a majority of services take place in a Tier 1 Area or Tier 2 Area of the State. The Tier 1 Area includes Montgomery, Prince George's, Howard, Anne Arundel, and Baltimore Counties, and Baltimore City. The Tier 2 Area includes any county in the State not included in the Tier 1 Area. In the event that the employees who perform the services are not located in the State, the head of the unit responsible for a State contract pursuant to §18-102 (d) shall assign the tier based upon where the recipients of the services are located. The contract resulting from this solicitation has been determined to be a Tier 1 contract.

### **1.31 NON-DISCLOSURE AGREEMENT**

The successful Offeror awarded a Contract will have access to certain documents and materials as may be required to fulfill the requirements of the RFP. The Contractors, employees and agents who require access to such documents as part of their contractual duties will be required to sign a Non-Disclosure Agreement.

All Offerors are advised that if a contract is awarded as a result of this RFP, the successful Offeror (Contractor) shall be required to complete a Non-Disclosure Agreement. A copy of this Agreement is included for informational purposes as Attachment I of this RFP. This Agreement must be provided within five business days of notification of proposed Contract award.

### **1.32 CONTRACT EXTENDED TO INCLUDE OTHER NON-STATE OF MARYLAND GOVERNMENTS OR AGENCIES**

For the purposes of an information technology or telecommunications procurements, pursuant to §3702(b) of the State Finance and Procurement Article of the Annotated Code of Maryland, county, municipal, and other non-State of Maryland governments or agencies may purchase from the Contractor goods or services covered by this contract at the same prices chargeable to the State. All such purchases by non-State of Maryland governments or agencies:

1. Shall constitute contracts between the Contractor and that government or agency;
2. Shall not constitute purchases by the State or State agencies under this contract;
3. Shall not be binding or enforceable against the State, and
4. May be subject to other terms and conditions agreed to by the Contractor and the purchaser. Contractor bears the risk of determining whether or not a government or agency with which the Contractor is dealing is a State agency.

### **1.33 BEST OFFER GUARANTEE**

Lowest Hardware and Software Prices Guarantee – For all hardware and software acquired under this contract, the Contractor must guarantee that the prices quoted in Attachment T shall be no higher than the prices that it charges to any other customer other than the U.S. Federal Government. Therefore, if at any time after the commencement of this contract, the Contractor charges any lower price(s) to any other non-Federal customer for the same or equivalent equipment and software, it shall adjust its Maryland prices for all equipment and software purchased thereafter in the future to no more than the price(s) charged to any other non-Federal for the same or equivalent hardware and software.

### **1.34 MERCURY AND PRODUCTS THAT CONTAIN MERCURY**

The State is required by COMAR 21.11.07.07 to give a preference to procuring products and equipment that are mercury-free. The price preference is .1 percent (.001) of the price for equipment offered in response to RFP Section 3.1. If mercury-free products and equipment that meet the product performance requirements in this RFP are not commercially available, the State shall give the same preference specified above to products containing the least amount of mercury necessary to meet performance requirements. The State requires a completed Mercury Affidavit (Attachment J) to be submitted with each technical proposal to determine mercury content in products proposed. Because of the variety of products that may be offered in response to this RFP, an Offeror can attach a list of products to the Mercury Affidavit as needed.

### **1.35 BID BOND**

A bid bond or other suitable security as identified within COMAR 21.06.07 in the amount of \$250,000 must be submitted with the technical proposal for the Statewide Optical Scan Voting System. The cost of this bond, or other suitable security, is to be included in the total price(s) proposed and will not be recoverable as a separate cost item. Attachment K should be completed and submitted with the bid bond required for this solicitation.

### **1.36 PERFORMANCE BOND**

The successful Offeror must submit a Performance Bond (Attachment L), or other suitable security as identified within COMAR 21.06.07, in the amount of \$1,500,000 for the duration of the contract for the Statewide Optical Scan Voting System. The cost of this bond, or other suitable security, is to be included in the total prices proposed and is not to be proposed and will not be recoverable as a separate cost item. The Performance Bond, or other suitable security, shall be delivered to the State by the successful Offeror within 5 working days after being notified of the proposed contract award.

### **1.37 SURETY BOND ASSISTANCE PROGRAM**

Assistance in obtaining bid, performance and payment bonds may be available to qualifying small businesses through the Maryland Small Business Development Financing Authority (MSBDF). MSBDF can directly issue bid, performance or payment bonds up to \$750,000. MSBDF may also guaranty up to 90 percent of a surety's losses as a result of a contractor's breach of contract; MSBDF exposure on any bond guaranteed may not, however, exceed \$900,000. Bonds issued directly by the program will remain in effect for the duration of the contract, and those surety bonds that are guaranteed by the program will remain in effect for the duration of the surety's exposure under the contract. To be eligible for bonding assistance, a business must first be denied bonding by at least one surety on both the standard and specialty markets within 90 days of submitting a bonding application to MSBDF. The applicant must employ fewer than 500 full-time employees or have gross sales of less than \$50 million annually, have its principal place of business in Maryland or be a Maryland resident, must not subcontract more than 75 percent of the work, and the business or its principals must have a reputation of good moral character and financial responsibility. Finally, it must be demonstrated that the bonding or guarantee will have a measurable economic impact, through job creation and expansion of the state's tax base. Applicants are required to work through their respective bonding agents in applying for assistance under the program. Questions regarding the bonding assistance program should be referred to: Maryland Department of Business and Economic Development  
Maryland Small Business Development Financing Authority  
217 E. Redwood Street, 22nd Floor, Baltimore, Maryland 21202  
Phone: (410) 333-4270 Fax: (410) 333-6931

### **1.38 PERFORMANCE MEASUREMENTS**

It is critical to the success of the State's that services are maintained in a timely manner and that the Contractor operates in an extremely reliable manner. The State and the Contractor, therefore, presume that in the event of certain such delays or failures, the amount of damage which will be sustained from a failure to perform to certain standards will be the amounts set forth in Attachment M – Performance Guarantees, as applicable; and the Contractor agrees that in the event of any such failure of performance, the Contractor shall pay such amount as damages and not as a penalty. The State, at its option for any amount due the State as damages, may deduct such from any money payable to the Contractor or may bill the Contractor as a separate item.

### **1.39 NEWS RELEASES AND PUBLICITY**

News releases related to this RFP or any subsequent project will not be made without prior written approval of the Procurement Officer.

### **1.40 BANKRUPTCY**

Any Offeror who, at the time of proposal submission, is involved in an ongoing bankruptcy as a debtor, or in a reorganization, liquidation, or dissolution proceeding, or if a trustee or receiver has been appointed over all or a substantial portion of the property of the Offeror under Federal Bankruptcy Law or any State insolvency law, may be deemed non-responsible.

### **1.41 PROMPT PAY DIRECTIVE**

- 1.41.1 If a contractor withholds payment of an undisputed amount to its subcontractor, the Agency, at its option and in its sole discretion, may take one or more of the following actions:
  - 1.41.1.1 Not process further payments to the contractor until payment to the subcontractor is verified;
  - 1.41.1.2 Suspend all or some of the contract work without affecting the completion date(s) for the contract work;
  - 1.41.1.3 Pay or cause payment of the undisputed amount to the subcontractor from monies otherwise due or that may become due;
  - 1.41.1.4 Place a payment for an undisputed amount in an interest-bearing escrow account; or
  - 1.41.1.5 Take other or further actions as appropriate to resolve the withheld payment.
- 1.41.2 An "undisputed amount" means an amount owed by a contractor to a subcontractor for which there is no good faith dispute, including any retainage withheld, and includes an amount withheld because of issues arising out of an agreement or occurrence unrelated to the agreement under which the amount is withheld.
- 1.41.3 An act, failure to act, or decision of a procurement officer or a representative of the Agency, concerning a withheld payment between a contractor and subcontractor under this policy directive, may not:
  - 1.41.3.1 Affect the rights of the contracting parties under any other provision of law;
  - 1.41.3.2 Be used as evidence on the merits of a dispute between the Agency and the contractor in any other proceeding; or
  - 1.41.3.3 Result in liability against or prejudice the rights of the Agency.
- 1.41.4 The remedies enumerated above are in addition to those provided under COMAR 21.11.03.13 with respect to subcontractors that have contracted pursuant to the Minority Business Enterprise program.
- 1.41.5 To ensure compliance with certified MBE subcontract participation goals, the Agency may, consistent with COMAR 21.11.03.13, take the following measures:
  - 1.41.5.1 Verify that the certified MBEs listed in the MBE participation schedule actually are performing work and receiving compensation as set forth in the MBE participation schedule.
  - 1.41.5.2 This verification may include, as appropriate:
    - 1.41.5.3 Inspecting any relevant records of the contractor;

## OPTICAL SCAN VOTING SYSTEM SOLICITATION

- 1.41.5.4 Inspecting the jobsite; and
- 1.41.5.5 Interviewing subcontractors and workers.
- 1.41.5.6 Verification shall include a review of:
  - 1.41.5.6.1 The contractor's monthly report listing unpaid invoices over 30 days old from certified MBE subcontractors and the reason for nonpayment; and
  - 1.41.5.6.2 The monthly report of each certified MBE subcontractor, which lists payments, received from the contractor in the preceding 30 days and invoices for which the subcontractor has not been paid.
- 1.41.5.7 If the Agency determines that a contractor is in noncompliance with certified MBE participation goals, then the Agency will notify the contractor in writing of its findings, and will require the contractor to take appropriate corrective action.
- 1.41.5.8 Corrective action may include, but is not limited to, requiring the contractor to compensate the MBE for work performed as set forth in the MBE participation schedule.
- 1.41.6 If the Agency determines that a contractor is in material noncompliance with MBE contract provisions and refuses or fails to take the corrective action that the Agency requires, then the Agency may:
  - 1.41.6.1 Terminate the contract;
  - 1.41.6.2 Refer the matter to the Office of the Attorney General for appropriate action; or
  - 1.41.6.3 Initiate any other specific remedy identified by the contract, including the contractual remedies required by this Directive regarding the payment of undisputed amounts.
- 1.41.7 Upon completion of the contract, but before final payment or release of retainage or both, the contractor shall submit a final report, in affidavit form under the penalty of perjury, of all payments made to, or withheld from MBE subcontractors.

## **SECTION 2: OPTICAL SCAN VOTING SYSTEM**

### **STATEMENT OF WORK**

#### **2.1 OVERVIEW**

In 2007, the General Assembly passed Chapters 547 and 548, Laws of Maryland 2007, which directed the State Board of Elections (SBE) to certify, for use in elections after January 1, 2010, a voting system that provides a “voter-verifiable paper record.” Under this law, SBE was to procure an optical scan voting system, together with ballot marking devices for use by voters with disabilities. In 2007, Maryland law also outlined voting system standards that must be met before SBE could select the voting system. The General Assembly recently enacted House Bill 893 as emergency legislation, which the Governor signed on May 7th, that provides alternative accessibility standards to be used “if, at the time of the procurement of a voting system, there is not a commercially available system that satisfies all of the requirements” of § 9-102 of the Election Law Article of the Annotated Code of Maryland. If this contingency is met, House Bill 893 directs SBE to implement an optical scan voting system but authorizes SBE to forgo procuring ballot marking devices and instead deploy existing touch screen voting units to provide access for voters with disabilities.

SBE, in consultation with the Office of the Attorney General, concludes that there is no system currently commercially available that satisfies the requirements of § 9-102 of the Election Law Article. As such, SBE will not be implementing ballot marking devices for the 2010 election. Instead, SBE will deploy optical scan voting units procured through this solicitation and some of its current inventory of touch screen voting units. Services for voting system implementation and election management are being procured under separate contract.

The State of Maryland currently uses a voting system comprised of DRE (touch screen) voting devices for polling place voting and central count Optical Scan voting devices for absentee and provisional voting. The same voting system is used in each of the counties in the State of Maryland. The current voting system includes:

1. Approximately 20,000 DRE voting devices;
2. Approximately 70 Optical Scan voting devices;
3. Fifty servers (two servers for each county and SBE, with one serving as the primary and the second as a back-up) that house the voting system’s Election Management System (EMS). These servers use dedicated software for ballot definition and programming;
4. Approximately 6,300 electronic pollbooks (considered part of the current voting system because they encode voter access cards); and
5. Ancillary equipment, including approximately 2,000 accessories to provide access for voters with disabilities.

#### **2.2 VOTING SYSTEM FEDERAL CERTIFICATION REQUIREMENTS**

Offerors shall propose a voting system that has been examined by an independent testing laboratory that is approved by the EAC and been shown by that testing laboratory to meet the performance and test standards for electronic voting systems established by the Federal Election Commission (FEC) or the Election Assistance Commission.

- 2.2.1 The Offeror shall provide an EAC certification number as evidence of the laboratory's findings; or
- 2.2.2 If the Offeror cannot meet the certification requirement above, the Offeror may propose:
  - 2.2.2.1 A system that is being examined by an independent testing laboratory that is approved by the EAC and is reasonably likely, by the time of contract award, to be shown by that testing laboratory to meet the performance and test standards for electronic voting systems established by the Federal Election Commission or the EAC; or
  - 2.2.2.2 A system that has been examined by an independent laboratory that is approved by the National Association of State Election Directors (NASSED) and been shown by that testing laboratory to meet the performance and test standards for electronic voting systems established by the Federal Election Commission. A NASSED certification number shall be provided as evidence of the laboratory's findings.
- 2.2.3 The proposal must contain a copy of a letter to each ITA authorizing the ITA to release to the State any records or test results related to the proposed voting system.

### **2.3 VOTING SYSTEM STATE CERTIFICATION REQUIREMENTS**

In addition to meeting the certification standards in § 2.2, the Offeror's proposed voting system shall also meet all the following requirements of § 9-102:

- 2.3.1 Protect the secrecy of the ballot;
- 2.3.2 Protect the security of the voting process;
- 2.3.3 Count and record all votes accurately;
- 2.3.4 Accommodate any ballot used under the Election Law Article;
- 2.3.5 Protect all other rights of voters and candidates;
- 2.3.6 Be capable of creating a paper record of all votes cast so that an audit trail is available in the event of a recount, including a manual recount;
- 2.3.7 Provide a voter-verifiable paper record that:
  - 2.3.7.1 Is an individual document that is physically separated from any other similar document and not part of a continuous roll;
  - 2.3.7.2 Is sufficiently durable to withstand repeated handling and folding for the purposes of mandatory random audits and recounts; and
  - 2.3.7.3 Uses ink that does not fade, smear or otherwise degrade and obscure or obliterate the paper record over time.
- 2.3.8 To determine whether a voting system meets the above requirements, SBE conducts certification testing. State certification does not need to be completed prior to submitting a response to this RFP. However, the materials for certification shall be submitted with this proposal so that the voting system can be State certified prior to the final execution of the contract (before actual purchase of any equipment). The certification standards are established under Section 9-102 of the Election Law Article (Attachment N), and the certification process is outlined in Subtitle 33.09 of COMAR (Attachment O).
- 2.3.9 Throughout the term of this contract, including any extensions or warranty phases, the voting system selected for contract award must be in compliance with SBE certification requirements.

### **2.4 PERFORMANCE AND CAPABILITIES REQUIREMENTS**

In addition to State Certification requirements provided in § 2.3, the proposed optical scan voting system shall:

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- 2.4.1 Provide for the counting and recording of all eligible ballots;
- 2.4.2 Provide for the counting and recording of ballots cast in split precincts, where all voters residing in one precinct are not voting the same ballot style;
- 2.4.3 Provide for the counting and recording of ballots cast in combined precincts, where more than one precinct is voting at the same location, on either the same ballot style or a different ballot style (such as in an early voting center);
- 2.4.4 Provide for the counting and recording of write-in votes; Permit diagnostic and pre-election testing of all major components of the voting system;
- 2.4.5 Permit diagnostic and pre-election testing of all major components of the voting system;
- 2.4.6 Store results from pre-election testing on voting devices and on central servers
- 2.4.7 Utilize control logic and data processing methods to detect errors and provide corrective actions when errors are detected;
- 2.4.8 Provide immediate notice if any component of the voting system is not operating properly;
- 2.4.9 Permit recounts pursuant to Title 12 of the Election Law Article and Title 33, Subtitle 12 of COMAR;
- 2.4.10 Be capable of being transported and stored in conditions that may include extremely bumpy roads, exposure to extreme heat or cold, dust or other environmental elements, including transport to precincts surrounded by water, without damage to the voting system;
- 2.4.11 Be capable of withstanding frequent loading and unloading, stacking, assembling, disassembling, reassembling, and heavy use;
- 2.4.12 Be newly manufactured, not reconditioned or refurbished in any way; and
- 2.4.13 Maintain an Election Day equipment failure rate of less than one (1) percent throughout the State (in all jurisdictions) for the duration of the contract term.
- 2.4.14 Be capable of scanning manually fed ballots for precinct count voting devices;
- 2.4.15 Be capable of high capacity scanning of bin-fed ballots for central count devices;
- 2.4.16 Be capable of scanning a one-sided ballot, a two-sided ballot, and multiple card ballots;
- 2.4.17 Be capable of scanning multiple sized ballots;
- 2.4.18 Be capable of scanning ballots that are 18" or greater;
- 2.4.19 Have a removable memory device on which the ballots cast are recorded and counted;
- 2.4.20 Include a removable storage container with locked compartments that:
  - 2.4.20.1 Can hold ballots that are at least 18" in size;
  - 2.4.20.2 Provide for the secure storage of scanned ballots cast at polling places;
  - 2.4.20.3 Provide separate, secure storage for scanned ballots with write-in votes; and
  - 2.4.20.4 Provide a separate, secure storage container for voted ballots that could not be scanned by the voting device (i.e. should the voting device become inoperable). These voted ballots must be secured until the polls close, at which time, they are manually fed into the optical scan device;
- 2.4.21 Be designed to prevent modification of or unauthorized access to voted ballots after they have been cast;
- 2.4.22 Include a visible counter showing the number of ballots cast since the election was opened on that voting device (e.g., public counter);
- 2.4.23 Operate on backup battery power for a minimum of three hours after interruption of electrical power;
- 2.4.24 Include a display to provide real-time information (e.g., instructions and error messages);
- 2.4.25 Use simple, easy-to-understand wording in all displayed information;
- 2.4.26 Be capable of recognizing a ballot with an overvote, undervote, or other error, providing a message concerning the error, returning the ballot with the error, and providing the poll worker the ability to manually override the message and count the ballot;
- 2.4.27 Be capable of receiving data from the voting system's EMS;
- 2.4.28 Be capable of extracting data from the memory devices to the voting system's EMS, including the automatic transmission through a medium chosen by SBE;

- 2.4.29 Retain a record of all ballots cast prior to any failure of a voting device;
- 2.4.30 Prevent the loading of firmware while the voting device is in election mode;
- 2.4.31 Have a removable paper roll for printing reports;
- 2.4.32 Print reports that will not fade, smear, or otherwise degrade and obscure or obliterate the report over time;
- 2.4.33 Print reports that include the following information:
  - 2.4.33.1 Type of election (e.g., 2008 Presidential General Election);
  - 2.4.33.2 Date of election;
  - 2.4.33.3 The words "State of Maryland" and the name of the county;
  - 2.4.33.4 Date and time the report was printed. The date and time shall be generated from the voting device's internal clock;
  - 2.4.33.5 Version of firmware;
  - 2.4.33.6 Type of canvass (e.g., precinct, early voting, absentee, or provisional);
  - 2.4.33.7 Precinct identifier (e.g., district/ward and precinct number or physical location of precinct); and
  - 2.4.33.8 Serial number of voting device;
  - 2.4.33.9 Be capable allowing the user to specify whether reports are printed with candidate names and issues in an alpha-numeric format by descending vote totals or as the candidates and issues appeared on the ballot; and
  - 2.4.33.10 Be capable of printing a report generated from the memory device showing the number of ballots cast for an election (e.g. zero report and totals report).
- 2.4.34 Include a storage container for the optical scan voting device.

## **2.5 ELECTION MANAGEMENT SYSTEM (EMS)-- REQUIREMENTS**

The proposed voting system's EMS shall:

- 2.5.1 Include all software required to perform all processes from initial election setup through tabulation of results to reporting of canvass results;
- 2.5.2 Include all hardware (servers) to operate all required software;
- 2.5.3 Include printers capable of printing reports and sample/facsimile ballots on different on different page sizes, minimum of 18";
- 2.5.4 Be capable of replicating, in real-time or near-real-time, data between the primary server and back-up server;
- 2.5.5 Be capable of maintaining and managing more than one election specific database (for example, a Presidential election and a municipal election);
- 2.5.6 Be capable of inputting election set-up data through both manual entry and electronic data transfer;
- 2.5.7 Be capable of receiving each of the following data elements if data is transferred electronically:
  - 2.5.7.1 Candidate name to appear on the ballot;
  - 2.5.7.2 Candidate name to appear on reports;
  - 2.5.7.3 Candidate sequence;
  - 2.5.7.4 County of residence where applicable or, for President and Vice President, the State of residence;
  - 2.5.7.5 Text of ballot issues and voting option language;
  - 2.5.7.6 Name of authorizing presidential candidate for a nominee for party convention delegate;
  - 2.5.7.7 Office name;
  - 2.5.7.8 Maximum number of votes for each office and the corresponding instruction language;

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- 2.5.7.9 Party affiliation(s) of candidate;
- 2.5.7.10 Ballot style indicator;
- 2.5.7.11 Polling place names and addresses;
- 2.5.7.12 Election districts/wards and precinct numbers;
- 2.5.7.13 Political party names and sequence;
- 2.5.7.14 Voter registration by precinct; and
- 2.5.7.15 Voter registration by party.
- 2.5.8 Be capable of creating and defining SBE-approved ballot styles and voting methods;
- 2.5.9 Be capable of generating ballot and specimen ballot artwork;
- 2.5.10 Limit the amount of duplication of data entry once election set-up data is entered or transferred;
- 2.5.11 Accommodate non-destructive electronic updates to the data listed in § 2.5.7 of this solicitation;
- 2.5.12 Be capable of exporting electronically, in an agreed upon format, the following data. This data is to be tabulated with the election results from the DRE (touch screen) EMS to allow LBEs to produce precinct level results:
  - 2.5.12.1 Candidate sequence;
  - 2.5.12.2 Ballot issue title and/or number;
  - 2.5.12.3 Office Name and District (if applicable); a
  - 2.5.12.4 Number of votes for (including ballot issues);
  - 2.5.12.5 Number of votes against where applicable (including ballot issues);
  - 2.5.12.6 Votes for candidates and/or issues by district where applicable (by legislative, congressional or election district);
  - 2.5.12.7 Number of people voting (by party affiliation, where applicable);
  - 2.5.12.8 Number of registered voters at the precinct level by party affiliation; and
  - 2.5.12.9 Type of canvass (e.g. precinct, early voting, absentee or provisional).
- 2.5.13 Have a vote tabulation and reporting component capable of printing reports that include the following information:
  - 2.5.13.1 Type of election (e.g., 2008 Presidential General Election)
  - 2.5.13.2 Date of election;
  - 2.5.13.3 The words "State of Maryland" and the name of the county;
  - 2.5.13.4 Date and time the report was printed (the date and time must be generated from the EMS internal clock);
  - 2.5.13.5 Type of canvass (e.g., precinct, early voting, absentee or provisional);
  - 2.5.13.6 Precinct identifier (e.g. district/ward and precinct number or physical location of the precinct);
  - 2.5.13.7 Identify report as unofficial or official as needed during an election cycle; and
  - 2.5.13.8 Candidate names and issues in a alpha-numeric format by descending vote totals and/or in the order the candidates appear on the ballot.
- 2.5.14 Reporting the number of undervotes and overvotes in a contest;
- 2.5.15 Tabulating and printing results for individual canvasses and integrating results from some or all canvasses into cumulative results;
- 2.5.16 Storing results from each absentee and provisional canvass as separate precincts;
- 2.5.17 Allowing the entry of write-in candidate names and recording of the write-in votes;
- 2.5.18 Reporting write-in candidates votes separately or included in the standard and customized reports;
- 2.5.19 Reporting election results by:
  - 2.5.19.1 Precinct or precinct splits;
  - 2.5.19.2 Congressional, legislative, council/commissioner district, or school board district;
  - 2.5.19.3 Partisan and on-partisan ballots cast; and
  - 2.5.19.4 Political party.

- 2.5.20 Cumulating and reporting elections results by each county and statewide;
- 2.5.21 Allowing custom designed reports from election data;
- 2.5.22 On election night, without disruptions or other functions, producing periodic reports of precincts reporting, not reporting and partially reporting;
- 2.5.23 Re-loading of results for a precinct previously reports;
- 2.5.24 Producing election results and other reports in a manner that allows for easy copying on standard size paper or electronic distribution;
- 2.5.25 Providing for the storage and export of results in widely used data formats (e.g., Access (.mdb), Excel (.xls), pdf, ASCII, html, CSV, txt and xml);
- 2.5.26 Providing for the display or real time results in a location other than where the EMS is located;
- 2.5.27 Be capable of saving an election database onto different storage media (e.g. compact disk, flash drive, SD cards) for archival purposes; and
- 2.5.28 Be capable for receiving data extracted from the memory devices from the precinct, vote center, regional collection center or LBE office.

## **2.6 AUDIT AND SECURITY REQUIREMENTS**

- 2.6.1 The Offeror shall comply with and adhere to the current version and any future updates and versions of the State IT security policy and standards (<http://doit.maryland.gov/support/Pages/SecurityPolicies.aspx>) as well as security requirements established by SBE (Attachment P), including those resulting from periodic security assessments conducted by SBE or its agent.
- 2.6.2 The proposed voting system equipment shall :
  - 2.6.2.1 Create and maintain an audit log for each component of the voting system;
  - 2.6.2.2 Provide an audit log that includes, at a minimum, the following information :
    - 2.6.2.2.1 Date and time of an event captured by the audit log;
    - 2.6.2.2.2 Record of options entered by the user;
    - 2.6.2.2.3 Record of actions performed on the software;
    - 2.6.2.2.4 Record of all tabulation and consolidation input.
- 2.6.2 The proposed EMS shall:
  - 2.6.2.1 Provide that all transmitted data is sufficiently encrypted;
  - 2.6.2.2 Provide that EMS users do not require administrative access to the servers' operating system for normal operations;
  - 2.6.2.3 Not be required to be connected to the Internet or any external data network, with the sole exception of a temporary connection for receiving election results
  - 2.6.2.4 Require unique user credentials, at minimum a unique username and password, for logging on to the system; and
  - 2.6.2.5 Provide SBE with the ability to manage the credentials of all system users.

## **2.7 SOURCE CODE REQUIREMENTS**

- 2.7.1 The Offeror shall, at no additional cost to the State:
  - 2.7.1.1 Have an escrow agreement with an SBE approved escrow agent that lasts the duration of the contract and any extended warranty options;
  - 2.7.1.2 Within 30 days of receipt of the Notice to Proceed and whenever a subsequent version is certified for use in Maryland, deliver to the escrow agent the source code escrow package;

- 2.7.1.3 Submit to the National Institute of Standards and Technology's National Software Reference Library file-identifying information that can be used to uniquely identify Maryland's voting system software files; and
- 2.7.1.4 Give written authorization to the ITA that tested the voting system to provide SBE with full access to "final build," records, and test results.
- 2.7.2 The source code escrow shall:
  - 2.7.2.1 Include all necessary and available information;
  - 2.7.2.2 Proprietary information;
  - 2.7.2.3 Technical documentation to enable SBE to create, maintain and/or modify the source code without the aid of the Offeror or any other person or reference to any other materials; and
  - 2.7.2.4 Maintenance tools (test programs and program specifications);
  - 2.7.2.5 Proprietary or third-party systems utilities (compiler and assembler descriptions);
  - 2.7.2.6 Description of the system/program generation; and
  - 2.7.2.7 Descriptions and locations of programs not owned by the Offeror but required for its use and support.
- 2.7.3 The escrow agreement shall:
  - 2.7.3.1 Require Offeror to provide the escrow agent with the software source code for the voting system in a minimum of two formats (one human readable and one machine readable);
  - 2.7.3.2 Require the Offeror to provide the escrow agent with the source code escrow package;
  - 2.7.3.3 Require the escrow agent to provide, within seven days of a request from SBE, access to all escrowed source code for review, testing or validation against installed versions;
  - 2.7.3.4 Require the escrow agent to provide, within seven days of a source code delivery event and at no cost to the State, SBE with:
    - 2.7.3.4.1 Full access to the source code and unlimited rights to continue using and supporting the software; and
    - 2.7.3.4.2 The source code escrow package on computer optical media.
  - 2.7.3.5 Define "source code delivery event" to mean that the Offeror has:
    - 2.7.3.5.1 Become insolvent;
    - 2.7.3.5.2 Made a general assignment for the benefit of creditors;
    - 2.7.3.5.3 Filed a voluntary petition of bankruptcy;
    - 2.7.3.5.4 Suffered or permitted the appointment of a receiver for its business or assets;
    - 2.7.3.5.5 Became subject to any proceeding of bankruptcy or insolvency law, whether foreign or domestic;
    - 2.7.3.5.6 Discontinued support of the voting system or failed to support the voting system in accordance with this contract;
    - 2.7.3.5.7 At SBE's determination, been unable or failed to correct material error(s) in the source code for any reason or otherwise to carry out, in any material respect, the maintenance or support obligations set forth in this solicitation; and
    - 2.7.3.5.8 Been terminated for default.
  - 2.7.3.6 As a result of a source code delivery event, grant SBE the right to use the source code escrow package.
  - 2.7.3.7 The Offeror shall provide SBE's designated agent with copies of all of the Offeror's compiled voting system software necessary to operate the voting system
  - 2.7.3.8 The Offeror shall, at the request of SBE:

- 2.7.3.8.1 Make source code available to third party vendors within ten business days of SBE's request for purposes of independent testing, systems integration, or other purposes deemed necessary by SBE;
- 2.7.3.8.2 Provide, within 10 business days of SBE's request, hardware, software, and software interface documentation to third party vendors tasked with developing and testing the interfaces between the voting system and other SBE systems; and
- 2.7.3.8.3 Permit third party vendors to participate in discussions with the Offeror's development team as necessary to resolve issues.

## **2.8 WARRANTY, SOFTWARE / FIRMWARE LICENSES AND MODIFICATIONS REQUIREMENTS**

### 2.8.1 Warranty

The Offeror shall provide a warranty on the entire voting system for a minimum of four years from date that SBE issues a notice of final acceptance of all equipment purchased as a result of this solicitation. During this time, the Offeror warrants that:

- 2.8.1.1 The voting system shall operate in accordance with the specifications provided in this RFP;
- 2.8.1.2 Third party components shall operate in accordance with their own specifications and documentation in all material respects;
- 2.8.1.3 The Offeror shall at SBE's option and at no direct or indirect cost, repair or replace any components of the voting system which, while under normal use and service:
  - 2.8.1.3.1 Fail to perform in accordance with its documentation in material respects; or
  - 2.8.1.3.2 Is defective in material or workmanship.
- 2.8.1.4 The Offeror shall repair or replace and keep current, at no direct or indirect cost, any third party components of the voting system;
- 2.8.1.5 Replacements shall be either new or refurbished parts or equipment, provided that the existing parts or equipment perform like new with the refurbished parts or equipment;
- 2.8.1.6 Replacements shall be from the Offeror's stock and not the stock of SBE or any LBE;
- 2.8.1.7 Option for Extended Warranty – The Offeror shall:
  - 2.8.1.7.1 Provide for a two-year option for SBE to purchase an extended warranty on the voting system under the same terms and conditions of the initial warranty; and
  - 2.8.1.7.2 Provide that the extended warranty begins the day following the expiration of the warranty in effect at that time and expires two years later

### 2.8.2 Software/Firmware Licenses

The Offeror shall:

- 2.8.2.1 Provide SBE a perpetual and unlimited license for the use of the voting system software and firmware; and
- 2.8.2.2 Provide at no direct or indirect cost, new releases of the voting system software and firmware.

### 2.8.3 Software Modifications

The Offeror shall:

- 2.8.3.1 Whenever practical include software modifications submitted by SBE in planned releases;
- 2.8.3.2 Within 60 days of receiving a request for modification from jurisdictions outside the State, notify SBE of the requested modifications; and
- 2.8.3.3 At the time of submission to the EAC, submit to SBE a document describing the modifications submitted to the EAC for certification.

## **2.9 THIRD PARTY RELATIONSHIPS AND COMPONENTS**

With regard to Third Party Components – SBE acknowledges that:

- 2.9.1 The Offeror has purchased third party components for resale, rental and sub-lease to SBE and that the proprietary and intellectual property rights to the third party components are owned by parties other than the Offeror; and
- 2.9.2 Except for the payment to the Offeror, all of SBE's rights and obligations with respect to a third party component are governed by the agreement between that third party and SBE

## **2.10 DELIVERY AND ACCEPTANCE REQUIREMENTS**

- 2.10.1 Delivery Terms--In purchase orders and other documents specifying delivery terms, SBE may specify:
  - 2.10.1.1 "Inside Delivery" meaning the Offeror shall deliver equipment to a specified room on a particular floor of the identified entity's building
  - 2.10.1.2 "Inside Delivery and Non-Installed Equipment" meaning the Offeror shall deliver equipment to the inside delivery location but is not responsible for unpacking or installing the equipment; or
  - 2.10.1.3 "Inside Delivery and Installed Equipment" meaning the Offeror shall deliver equipment to the inside delivery location and is responsible for the delivery, any short-term storage, receipt, unloading, unpacking, inspection, assembly, installation of the equipment, cleaning, adjustment, and prompt removal and disposal of all debris generated from the delivery.
- 2.10.2 Delivery of Optical Scan Voting System Equipment  
The Offeror shall:
  - 2.10.2.1 Ship equipment F.O.B. destination, freight prepaid and allowed, to locations as specified in the purchase order;
  - 2.10.2.2 Deliver equipment in accordance with the terms in the purchase order or other documents specifying delivery terms; and
  - 2.10.2.3 If no elevator is available, deliver the equipment to the ground floor;
  - 2.10.2.4 With the equipment, include a list of serial numbers of the equipment being delivered; and
  - 2.10.2.5 Within 24 hours of delivering equipment, submit to SBE an electronic list of the serial numbers of the equipment delivered
- 2.10.3 Acceptance of Equipment  
Prior to acceptance of equipment delivered by the Offeror, the equipment shall pass the acceptance test requirements of COMAR 33.09.05.12 (Attachment O).
- 2.10.4 Unaccepted Equipment
  - 2.10.4.1 The Offeror agrees that SBE will not accept any equipment that fails to meet the acceptance testing requirements; and
  - 2.10.4.2 The Offeror shall bear all costs associated with the delivery and return of any equipment that fails to meet the acceptance testing requirements.

## **2.11 RESEARCH AND DEVELOPMENT**

The Offeror shall ensure that that continued research and development is conducted on the proposed optical scan voting system so that all necessary improvements are made in order to broaden the accessibility to all voters, particularly voters with disabilities, and provide a semi-annual report to SBE on such research and development.

## **2.12 INSURANCE REQUIREMENTS**

The Offeror shall:

- 2.12.1 Obtain insurance policies from a company licensed to do business in the State of Maryland;
- 2.12.2 Maintain the following insurance policies:
  - 2.12.2.1 General liability insurance that is of the proper type and of sufficient coverage that the State or local jurisdiction, their officials, employees, agents, servants, guests and subcontractors are reasonably covered in the event of injury or death;
  - 2.12.2.2 Property and casualty insurance sufficient to replace, at the then current value, any hardware, software, firmware, or other component covered by this RFP which is destroyed, damaged, lost, or stolen while in the custody of the Offeror, its agents, servants, employees, or subcontractors; and
  - 2.12.2.3 Name SBE as an additional named insured on the policies of all property, casualty, liability, and other types of insurance evidencing this coverage.
- 2.12.3 Provide current certificates of insurance evidencing this coverage no later than five business days of receipt of the Notice to Proceed and through the duration of the contract.

## **2.13 SCHEDULE OF DELIVERABLES**

- 2.13.1 The Offeror is responsible for meeting:
  - 2.13.1.1 Deliverable requirements established in this solicitation;
  - 2.13.1.2 Implementation phase deliverable requirements as established in Attachment Q, Implementation Schedule of Deliverables; and
  - 2.13.1.3 Operations and maintenance phase deliverable requirements as established in Attachment Q (which shall be incorporated into the Offeror's Project Management Plan schedule).
- 2.13.2 There may be time of day or day of the week requirements or restrictions placed upon Offeror's performance as it relates to delivery of required equipment or services in certain jurisdictions.
- 2.13.3 The quantities of equipment are subject to change. The final quantities will be specified by SBE in its purchase order(s).

## **2.14 TERMINATION AND DAMAGES**

- 2.14.1 Material failure of the Offeror to meet the obligations established in this contract is sufficient cause the State to terminate the contract. In this event, the State requires the Offeror to reimburse monies paid (based on the identified portion of unacceptable work received) and may seek consequential damages.

- 2.14.2 The Offeror shall be liable for damages caused by failure to satisfactorily meet the obligations established in this contract. Damages may include the cost of independent experts needed to diagnose problems and oversee mitigations and any other associated costs
- 2.14.3 The Offeror shall be liable for damages caused by failure to deliver equipment as established in the contract. Damages may include cost associated with the late delivery of equipment.
- 2.14.4 The Offeror shall be liable for damages caused by failure to repair equipment as established in the contract. Damages may include cost associated with the lease or purchase of any additional equipment required.
- 2.14.5 The Offeror shall be liable for damages caused by failure rates in excess of acceptable limits established in the contract. Damages may include cost associated with the implementation of any contingency means necessary to conduct an election or costs related to any legal action that is a result of excessive failure rates of the Offeror's equipment.
- 2.14.6 If the Offeror submits documentation that does not meet the requirements in § 2.10 and is deemed unaccepted by SBE, the Offeror shall be liable for any damages incurred due to the unaccepted deliverable.
- 2.14.7 SBE will be entitled to retain 5 percent of the amount of each Offeror invoice on a cumulative basis until SBE has completed the Offeror Performance Evaluation semi-annually. If the Offeror receives a satisfactory evaluation, the full-retained amount will be paid over to the Offeror. Retainage will then commence again for services performed by the Offeror until the next Performance Evaluation six-month period has ended.

## **2.15 PROJECT MANGEMENT REQUIREMENTS**

- 2.15.1 The Offeror shall be responsible for providing specific services and general assistance with needed services for maintaining, supporting, and conducting elections using the optical scan voting system by providing the following:
  - 2.15.1.1 A full time, In-State Project Resource who can serve as both a technical resource for the voting system implementation and a liaison for the Offeror in Maryland; and
  - 2.15.1.2 Periodic part-time technical resources necessary to perform or assistance in the performance of certain tasks, including individuals with:
    - 2.15.1.2.1 Ballot programming expertise;
    - 2.15.1.2.2 Election management system and server expertise; and
    - 2.15.1.2.3 Other subject matter experts;
    - 2.15.1.2.4 Training for SBE and LBE personnel; and
    - 2.15.1.2.5 Documentation for all hardware and software proposed.
- 2.15.2 In-State Project Resource Duties and Responsibilities
  - 2.15.2.1 Serve as SBE's principal point of contact for the Offeror;
  - 2.15.2.2 Maintain overall responsibility for contract performance, including:
    - 2.15.2.2.1 Timely delivery of equipment;
    - 2.15.2.2.2 Ensuring necessary part-time technical resources are timely provided and are adequate to meet the requested need;
    - 2.15.2.2.3 Ensuring the quality of services provided;
    - 2.15.2.2.4 Managing subcontractors; and
    - 2.15.2.2.5 Communicating product, advisories, updates, or other information from the Offeror;

- 2.15.2.3 Organize, direct, and coordinate the planning and execution of all required activities;
- 2.15.2.4 Communicate technical information about the voting system and its proper use;
- 2.15.2.5 Actively participate with SBE and other vendors in the completion of all tasks necessary for the implementation of the voting system and tasks necessary for a successful 2010 Gubernatorial Election;

2.15.2.6 Contract Management

The Offeror's Project Resource shall:

- 2.15.2.6.1 Attend meetings on a weekly basis throughout the performance of the contract. The Project Resource and SBE Contract Manager will determine the schedule and content of these meetings jointly.
- 2.15.2.6.2 Submit to the SBE Project Manager, in approved SBE format, weekly status report showing activities that are complete, in progress, and expected to begin in the following reporting period. The weekly status report shall include but is not limited to:
  - Issues needing resolution to remain on schedule;
  - Percentage of task completion;
  - Weekly time reports, in an approved SBE format, for each resource required under the contract that performed any level of activity during the reporting period.

2.15.2.7 Capabilities and Education

The Offeror's Project Resource shall:

- 2.15.2.7.1 Demonstrate excellent writing and oral communication skills as well as skills in those technical areas involved in meeting the assigned duties;
- 2.15.2.7.2 Have full authority for negotiating and making binding decisions for the Offeror;
- 2.15.2.7.3 Have full authority to commit the Offeror and its assets to the project;
- 2.15.2.7.4 Have experience and demonstrated capabilities in implementing and managing voting system projects;
- 2.15.2.7.5 Adhere to high ethical standards;
- 2.15.2.7.6 Have a master's degree (preferred) or a Bachelor's degree from an accredited college or university with a major in project management (preferred) and a current certification of Project Management Professional or higher from the Project Management Institute (PMI).
- 2.15.2.7.7 Have experience in implementing and working with the Offeror's voting systems; and
- 2.15.2.7.8 Have experience and proven ability to manage the expectations of diverse stakeholders and stakeholder groups.

2.15.3 Part-time Technical Resources

The Offeror shall provide part-time technical resources as needed and in time to support SBE's project schedule or other emergent needs:

2.15.3.1 Anticipated part-time technical resources include:

- 2.15.3.1.1 An individual with expertise in all facets of programming and designing ballots to be used with the Offerors voting system;
- 2.15.3.1.2 An individual with expertise in all facets of the set-up and use of the Offeror's optical scan devices, election management system, and other peripheral equipment and supplies;
- 2.15.3.1.3 An individual with expertise on training election officials on the use of the Offeror's voting system; and

- 2.15.3.1.4 An individual with technical writing expertise in order to customize the Offeror's materials and information for use in Maryland.

## **2.16 TRAINING**

- 2.16.1 The Offeror shall provide training for SBE staff, local election directors and at least three of their staff, and other individuals designated by SBE. The training shall prepare attendees to effectively use the voting system and train election judges on how to properly use the voting system during early voting and on Election Day.
- 2.16.2 The Offeror shall provide a minimum of 8 hours of instruction. The training shall be conducted at six (6) different geographic locations around the State approved by SBE. Training shall be hands-on and include voting devices for class participation.
- 2.16.3 The Offeror shall provide training for SBE staff, at election office IT technicians (at least two per county), and other individuals designated by SBE. The training shall provide in-depth information on how to set-up, maintain, program, test and conduct other administrative functions on the voting system. The Offeror shall provide a minimum of 16 hours of instruction. The training shall be conducted at six diverse geographic locations around the State.
- 2.16.4 The Offeror shall provide comprehensive training to SBE and LBEs on all voting system functionality, including:
  - 2.16.4.1 Hardware, software, and firmware (e.g. voting system's EMS and central count voting device) used at SBE and LBEs;
  - 2.16.4.2 Preparing precinct count voting devices and electronic ballot marking devices for use;
  - 2.16.4.3 Polling place requirements and recommended set-up;
  - 2.16.4.4 Electronic transmission of electronic results;
  - 2.16.4.5 Tabulating results;
  - 2.15.4.6 Methods of ensuring the accuracy of election results;
  - 2.16.4.7 Audit procedures;
  - 2.16.4.8 Conducting a recount
  - 2.16.4.9 How to preserve voting system records;
  - 2.16.4.10 Printing, designing, and reformatting election reports;
  - 2.16.4.11 Common issues encountered by all users;
  - 2.16.4.12 Safeguards to prevent tampering or theft.
- 2.16.5 The Offeror shall:
  - 2.16.5.1 Provide assistance with pre-election training of poll workers throughout the duration of the contract; and
  - 2.16.5.2 As requested by SBE, perform quality assurance audits on the required trainings and provide SBE written reports on the results of the audit.

## **2.17 DOCUMENTATION DELIVERABLES**

- 2.17.1 As described in Attachment R—Documentation and Plans, the Offeror shall provide content and/or actual documentation and plans to SBE within the required timeframes to be determined and agreed upon by SBE and the Offeror:
  - 2.17.1.1 Project Management Plan
  - 2.17.1.2 Hardware, software and firmware documentation;

- 2.17.1.3 Users' Manual;
  - 2.17.1.4 Repair Plan;
  - 2.17.1.5 Acceptance and Testing Plan;
  - 2.17.1.6 Power Management Plan;
  - 2.17.1.7 Election Support Personnel Manual.
- 2.17.2 Documentation Quality
- 2.17.2.1 All plans and documentation submitted by the Offeror shall be:
  - 2.17.2.2 Accurate, complete, and grammatically correct, without spelling errors;
  - 2.17.2.3 Concise, logically set out, and easily understood by the intended user;
  - 2.17.2.4 Written using Maryland elections terminology and reflecting knowledge of Maryland election administration procedures;
  - 2.17.2.5 Where appropriate, written using illustrations, screenshots, and other visual aids;
  - 2.17.2.6 Where appropriate, written in a manner that is consistent both in style and formatting with documentation currently maintained and used by SBE.

## **2.18 HELP DESK REQUIREMENTS**

The Offeror shall:

- 2.18.1 Provide technical ongoing support through the use of a help desk that:
- 2.18.1.1 Is available from 8:00 a.m. until 5:00 p.m. (local time), Monday through Friday (5 days per week) unless it is six weeks prior to an election, in which case is available from 7:00 a.m. through 8:00 p.m. local time Sunday through Saturday (7 days per week).
  - 2.18.1.2 Provides staff that has technical knowledge of the voting system equipment and operations in use in Maryland as well as knowledge of the State voting procedures, policies, and regulations to respond to technical equipment issues as well as questions related to voting system devices (equipment);
  - 2.18.1.3 Provides a call tracking and reporting mechanism that records issues and questions submitted by all clients (i.e. other jurisdictions outside Maryland) and disseminates resolutions to all clients as necessary;
  - 2.18.1.4 On Election Day – In addition to the help desk services described above, on Election Day, the Offeror shall provide a help desk that:
  - 2.18.1.5 Exclusively serves the State of Maryland and its local jurisdictions;
  - 2.18.1.6 Is available from 5:00 a.m. local time until 5 hours after the close of polls; and
  - 2.18.1.7 Provides a call tracking and reporting mechanism in a format approved by SBE.

## **2.19 OUTREACH AND EDUCATION REQUIREMENTS**

The Offeror shall provide:

- 2.19.1 Information in support of voter outreach and education materials; and
- 2.19.2 Any other existing materials used by the Offeror to educate and inform voters of the Offeror's optical scan voting equipment.

## **2.20 BALLOT DESIGN REQUIREMENTS**

- 2.20.1 The proposed optical scan voting equipment shall be capable of producing and using a ballot that meets the criteria established under the Subtitle 9 of the Election Law Article, including:
- 2.20.1.1 Being easily understandable by voters;
  - 2.20.1.2 Presenting all candidates and questions in a fair and nondiscriminatory manner;

- 2.20.1.3 Permitting the voter to easily record a vote on questions and on the voter's choices among candidates;
- 2.20.1.4 Protecting the secrecy of each voter's choices;
- 2.20.1.5 Facilitating the accurate tabulation of the choices of the voters;
- 2.20.1.6 Being as uniform as possible; and
- 2.20.1.7 Containing the following:
  - 2.20.1.7.1 A heading area capable of having eleven lines of text;
  - 2.20.1.7.2 Ballot question information as specified in Section 7-103 of the Election Law Article;
  - 2.20.1.7.3 The title of each office to be voted on;
  - 2.20.1.7.4 The names of candidates as specified by SBE;
  - 2.20.1.7.5 A candidate party designation where applicable;
  - 2.20.1.7.6 Sufficient space for a voter to cast as many write-in votes as the voter is entitled to select for office;
  - 2.20.1.7.7 Instructions to voters; and
  - 2.20.1.7.8 A ballot style indicator when applicable.
- 2.20.2 The Offeror shall:
  - 2.20.2.1 Provide a ballot design specialist during the designated periods of time prior to each election to assist with ballot design work on the voting system's EMS server located at SBE;
  - 2.20.2.2 Support LBEs with preparation of ballots for certain local elections where SBE is not designing and certifying ballots; and
  - 2.20.2.3 Provide an electronic version of official and specimen ballots formatted for 8.5" x 11" paper;
  - 2.20.2.4 Provide a ballot with federal only contests that can be printed on paper at least 18" and formatted for 8.5" x 11" paper.
- 2.20.3 The Offeror shall provide in its proposal all ballot requirements, to include but not to be limited to paper content, thickness, weight, etc.

## **2.21 TRANSPORTATION REQUIREMENTS**

The Offeror is responsible for:

- 2.21.1 Delivery of equipment purchased as a result of this solicitation from the Offeror to a SBE designated central warehouse; and
- 2.21.2 Providing input on requirements related to transporting the Offeror's voting equipment.

## **2.22 REQUIREMENTS FOR DELIVERY AND ACCEPTANCE OF SERVICES**

- 2.22.1 For service related deliverables (e.g., deliverables that are not equipment or documents as defined in this contract), the Offeror shall, within five business days after the completion of the required service, submit to SBE's Contract Manager or designee a deliverable report that includes:
  - 2.22.1.1 Summary of how the services were provided;
  - 2.22.1.2 Time sheets of employees who provided the services;
  - 2.22.1.3 Copy of any invoice the Offeror received from a subcontractor delivering a service; and
  - 2.22.1.4 The date of completion of the service.
- 2.22.2 Acceptance of Deliverables

- 2.22.2.1 Give SBE 20 business days to review and approve each deliverable report; and
- 2.22.2.2 Provide any additional information necessary for SBE to give approval of the deliverable report.
- 2.22.2.3 Unaccepted Deliverables
- 2.22.3 In general, the Offeror shall:
  - 2.22.3.1 Be responsible for meeting all deadlines established in the Project Management Plan developed by the Offeror ;
  - 2.22.3.2 Make corrections or modifications to a deliverable if SBE's Contract Manager determines that corrections or modifications are necessary;
  - 2.22.3.3 Not unreasonably withhold such corrections or modifications;
  - 2.22.3.4 Agrees that SBE may employ all reasonable means to ensure that the work is progressing and being performed in compliance with the contract; and
  - 2.22.3.5 Agree that SBE may subject the Offeror's work to inspection, evaluation, and approval.
- 2.22.4 Delivery and Acceptance of Documentation  
The Offeror shall deliver to SBE's Contract Manager or designee one hardcopy and one electronic copy of each required document listed in
- 2.22.5 Acceptance of Documents  
The Offeror shall provide SBE a minimum of 20 business days to review each document required under this contract.
- 2.22.6 Unaccepted Documents  
The Offeror agrees that SBE will not accept any document if SBE determines that it (the document) does not meet the requirements established in § .
- 2.22.7 Unaccepted Services  
The Offeror agrees that SBE will not accept services if SBE determines that the services rendered do not meet the requirements of the project management plan or any other plan specifying the delivery of services.

## **2.23 DATA RETENTION AND RECORDS ARCHIVING**

The Contractor is responsible for retaining data and records related to this contract as described in Attachment V – DGS Records Management Division Records Retention and Disposal Schedule.

## **SECTION 3: PROPOSAL FORMAT**

### **3.1 TWO-PART SUBMISSION**

Offerors shall submit proposals in separate volumes:

- Volume I – Technical Proposal
- Volume II – Financial Proposal

### **3.2 PROPOSAL STRUCTURE AND COPIES**

Volume I – Technical Proposal shall be prepared and sealed separately from Volume II – Financial Proposal. An unbound original, so identified, and five (4) copies of each volume are to be prepared. An electronic version of both the Volume I – Technical proposal in MS Word format and the Volume II – Financial proposal in MS Excel format shall also be prepared with the unbound originals technical and financial volumes as appropriate. The electronic media is to be submitted on a CD or DVD and shall be identical to the paper copies prepared.

### **3.3 PACKAGING, LABELING AND SUBMISSION INSTRUCTIONS**

Each Offeror is required to submit a separate sealed package for each “Volume” which is to be labeled Volume 1 – Technical Proposal and Volume II – Financial Proposal. The two sealed packages shall be submitted simultaneously to the Procurement Officer (address listed on the Key Information Summary). Each sealed package shall bear the RFP title and number, name and address of the Offeror, the volume number (I or II), and closing date and time for receipt of proposals. The electronic media inside each package shall bear a label on the outside containing the RFP number and name, the name of the Offeror and the volume number.

All pages of both proposals shall be consecutively numbered from beginning (page 1) to end (page XX).

### **3.4 VOLUME I – TECHNICAL PROPOSAL**

3.4.1 Volume I – Technical Proposal -- shall include:

- 3.4.1.1 A proposal transmittal form (Attachment S) must accompany the technical proposal. The purpose of this form is to transmit the proposal and acknowledge the receipt of any addenda. The transmittal form shall be brief, concise and accurate and be signed by the individual authorized to commit the Offeror to the services and requirements as stated in this RFP. Only one transmittal letter is needed and should be placed with the “unbound original” technical proposal.
- 3.4.1.2 Title Page and Table of Contents
- 3.4.1.3 Consecutively numbered pages.
- 3.4.1.4 Declaration of Confidential Sections (if any). **Note: Information that is claimed to be confidential is to be placed after the Title Page and before the Table of**

**Contents in the Offeror's Technical Proposal, and if applicable, also in it's Financial Proposal. Unless there is a compelling case, an entire proposal should not be labeled confidential but just those portions that can reasonably be shown to be proprietary or confidential.**

- 3.4.1.5 Executive Summary that communicates the Offerors understanding of the State's solicitation.
  - 3.4.1.5.1 List of any exceptions the Offeror has taken to the requirements of this solicitation, contract, or other attachments
  - 3.4.1.5.2 Acknowledgement that any exceptions to the requirements may result in the proposal being deemed unacceptable or not reasonably susceptible for being selected for contract award.
  - 3.4.1.5.3 Requested acknowledgement response to each of the requirements of the solicitation as listed in the RFP.
- 3.4.1.6 Additional forms required by the State:

Attachment B1 and B2	MBE Forms
Attachment D	Bid/Proposal Affidavit
Attachment H	Living Wage Affidavit
Attachment J	Mercury Affidavit
Attachment K	Bid Bond
Attachment S	Proposal Transmittal Form
Attachment L	Performance Bond

### **3.4 COMPANY INFORMATION AND EXPERIENCE**

- 3.4.1 The Offeror shall include in its technical proposal company information that includes:
  - 3.4.1.1 A description of the ownership of the company (e.g. public, partnership, subsidiary) and if a subsidiary, the name of the parent;
  - 3.4.1.2 The date the company was formed;
  - 3.4.1.3 An organizational chart of the company showing all major divisions within the company;
  - 3.4.1.4 Information regarding which division will perform the requirements of this contract;
  - 3.4.1.5 Where the management of this contract will fall within the organizational structure;
  - 3.4.1.6 A description of the corporate resources that will be available to support this contract in both primary and secondary, or back-up roles;
  - 3.4.1.7 Where the Offeror is headquartered;
  - 3.4.1.8 How many full-time employees the Offeror and/or part-time employees that it will make available during peak election periods; and
  - 3.4.1.9 Information about products and production facilities with regard to applicable ISO standards.
- 3.4.2 The Offeror shall provide information regarding its capability to provide the requested optical scan voting equipment and services that includes:
  - 3.4.2.1 Where the Offeror directly manufactures the entire voting system,
    - 3.4.2.1.1 If the Offeror manufactures the optical scan voting system, the number of optical scan voting systems the company produced in the last year; or
    - 3.4.2.1.2 If the Offeror does not manufacture the optical scan voting system or a part of the optical scan voting system, the following information:
      - 3.4.2.1.2.1 What components are manufactured by another vendor;
      - 3.4.2.1.2.2 The name and location of the manufacturer; and

- 3.4.2.1.2.3 The arrangement with the manufacturer to guarantee that orders will continue to be filled in the future.
- 3.4.2.2 Contingency plans in the event that the manufacturer goes out of business;
- 3.4.2.3 The number and type of voting systems the Offeror sold in the last year;
- 3.4.2.4 The number of voting systems the Offeror has in inventory;
- 3.4.2.5 The availability of spare parts for maintenance and repair of any system the Offeror provides;
- 3.4.2.6 The number of upgrades or new versions of the optical scan voting system since receiving ITA certification; and
- 3.4.2.7 Whether the Offeror has received ITA certification for any of these upgrades or new versions.
- 3.4.3 The Offeror shall provide an overview of its experience similar to those included in this solicitation, including:
  - 3.4.3.1 A summary of the equipment and services offered;
  - 3.4.3.2 The number of years the Offeror has provided equipment and services;
  - 3.4.3.3 The number of clients and geographic locations the Offeror currently serves;
  - 3.4.3.4 If the Offeror does not have direct experience, documentation that demonstrates its ability to fulfill the requirements of this RFP through the use of experienced subcontractors;
  - 3.4.3.5 A list of actual elections (not mock or test elections) conducted using the Offeror's proposed voting system and services, including the date, location, size and magnitude of those elections; and
  - 3.4.3.6 Information regarding the proposed voting system's performance in other jurisdictions (e.g., accuracy and error rates, malfunctioning equipment).
- 3.4.4 The Offeror shall provide three references of customers using the proposed voting system. For each customer serving as a reference, the Offeror shall provide the following information:
  - 3.4.4.1 Name of the customer's organization;
  - 3.4.4.2 Name, title, and telephone number of a point of contact for the customer;
  - 3.4.4.3 Value, type, and duration of the contract supporting the customer;
  - 3.4.4.4 A description of the voting system provided, services provided, scope and dates of the contract, geographic area being supported, size of jurisdiction by number of registered voters and number of polling places, performance objectives being satisfied, and improvements made to the customer's systems (e.g., reduction in operation/maintenance costs while maintaining or improving current performance levels); and
  - 3.4.4.5 If the reference is no longer a customer, an explanation as to why the Offeror is not providing those services to the customer.
- 3.4.5 The Offeror shall provide the following information in its technical proposal for the Offeror, any parent organization, and any subcontractor providing a voting device or electronic ballot marking device:
  - 3.4.5.1 Profit and Loss statements and balance sheets for the last two years;
  - 3.4.5.2 A copy of current certificates of insurance (property, casualty and liability), which, at a minimum, shall contain the following:
    - 3.4.5.2.1 Carrier (name and address);
    - 3.4.5.2.2 Type of insurance;
    - 3.4.5.2.3 Amount of coverage;
    - 3.4.5.2.4 Period covered by insurance; and
    - 3.4.5.2.5 Exclusions.
  - 3.4.5.3 Line of Credit or Dunn and Bradstreet rating.

### **3.5 LEGAL OR DE-CERTIFICATION ACTIONS SUMMARY**

Offerors shall provide the following information in its technical proposal:

- 3.5.1 A brief description of any outstanding legal actions or potential claims against the Offeror, parent organization, or subcontractor providing a voting device, electronic ballot marking device, or EMS;
- 3.5.2 A brief description of any settled or closed legal actions or claims against the Offeror, parent organization, or subcontractor providing a voting device, electronic ballot marking device, or EMS over the past five years;
- 3.5.3 Whether, in the last five (5) years, any court has ruled against the Offeror, parent organization, or subcontractor providing a voting device, electronic ballot marking device, or EMS in litigation involving the use of any of its voting system or component, and if so, the specific dates and court locations of such judgments, what the final ruling or determination was from the court, and copies of any court opinions or judgments; and
- 3.5.4 Whether any voting system sold by the Offeror or parent organization has been decertified by any jurisdiction and if so, the name of jurisdiction, the circumstances surrounding decertification, and whether the voting system was recertified.

### **3.6 CONTRACTING AND SUBCONTRACTING**

Offerors shall submit in its technical proposal a list of all potential subcontractors with which the Offeror intends to contract, including, business name, contact person, address, phone, and federal identification number.

### **3.7 ECONOMIC BENEFITS FACTORS**

The Offeror shall, in its technical proposal, describe the benefits that shall accrue to the State's economy as a direct or indirect result of the Offeror's performance of the Contract resulting from this RFP, including: (Do not include any detail of the financial value with this technical information):

- 3.7.1 The estimated percentage of contract dollars to be recycled into Maryland's economy in support of the Contract, through the use of Maryland subcontractors, suppliers and joint venture partners. The Offeror shall be as specific as possible and provide a percentage breakdown of expenditures in this category.
- 3.7.2 The estimated number and types of jobs for Maryland residents resulting from this Contract. Indicate job classifications, number of employees in each classification, and the aggregate Maryland payroll percentages to which the Offeror has committed at both prime and, if applicable, subcontract levels.
- 3.7.3 Tax revenues to be generated for Maryland and its political subdivisions as a result of this Contract. Indicate tax category (sales tax, inventory taxes and estimated personal income taxes for new employees). Provide a forecast of the total tax revenues resulting from the Contract.
- 3.7.4 The estimated percentage of subcontract dollars committed to Maryland small businesses and MBEs.
- 3.7.5 In addition to the factors listed above, the Offeror should explain any other economic benefit to the Department that would result from the Offeror's proposal.

NOTE: The Offeror should state its level of commitment per \$1,000 of Contract value. In other words, for each \$1,000 of Contract value, how many Maryland jobs shall be created, what Maryland tax revenue shall be generated, how much shall be paid to Maryland subcontractors, and so forth.

### **3.8 OPTICAL SCAN VOTING SYSTEM**

The Offeror shall provide an acknowledgement that it will meet each of the requirements set forth in Section 2.4 of this RFP and describe:

- 3.8.1 How the proposed optical scan voting system meets the standards set forth in Section 301 of HAVA;
- 3.8.2 How the proposed voting system meets the State's certification established under Section 9-102 of the Election Law Article, including documentation proving that voting system has been:
- 3.8.3 Examined by an ITA; and
- 3.8.4 Shown by the ITA to meet the performance standards for electronic voting systems established by the Federal Election Commission or the EAC;
- 3.8.5 How the proposed optical scan voting system meets the State's SDLC policies and State IT security policy and standards.

The Offeror shall:

- 3.8.6 The Offeror shall describe the capability of the voting system to be used with voting methods other than plurality voting. (For example, Instant Runoff or Preferential Voting.) Responses shall include the estimated cost and level of effort to implement an alternative voting method.
- 3.8.7 List all necessary equipment, including servers, printers, associated hardware, hardware connector cables, and recommended quantities (based on population and precinct breakdowns provided in Attachment T) necessary for Maryland to operate the voting system.
- 3.8.7 The Offeror shall provide a description of how it has supported the implementation of early voting in other jurisdictions, including the type of equipment (including the use of printers capable of printing ballots for voters at the vote center) and services necessary to support early voting.
- 3.8.8 **Optical Scan Voting System Equipment and Accessories**  
The Offeror shall, in its technical proposal, provide acknowledgement that it will meet the requirements of § 2.4 of this RFP and detailed description of how those requirements will be met. The Offeror shall also include a description of
  - 3.8.8.1 The speed at which the manually fed precinct count voting devices scan ballots;
  - 3.8.8.2 The speed at which the bin-fed central count devices scan ballots;
  - 3.8.8.3 The capacity of the bin-fed central count voting devices;
  - 3.8.8.4 If different models of the bin-fed central county equipment are available:
    - 3.8.8.4.1 The speed and capacity of each model; and
    - 3.8.8.4.2 Criteria for assigning different models to different jurisdictions;
  - 3.8.8.5 How software is loaded onto an optical scan voting unit/device;
  - 3.8.8.6 The estimated number of standard reports that can be printed from one removable paper roll;
  - 3.8.8.7 If the voting unit/device uses a removable printer cartridge, the specifications, commercial availability, and recommended replacements of the cartridge;
  - 3.8.8.8 The weight of the voting unit/device, with and without the battery;
  - 3.8.8.9 The physical dimensions of the voting device;
  - 3.8.8.10 The power requirements for the voting device, including the length of the power cord and the type of power connection;
  - 3.8.8.11 For each of the ballot compartments in the precinct count voting device:
    - 3.8.8.11.1 The dimensions of each of the compartments; and

- 3.8.8.11.2 The capacity of each of the compartments with 11", 14", 16", and 18" ballots.
  - 3.8.8.12 Any storage requirements or recommendations, including physical space, storage container description, and the ability to stack voting devices and charge their batteries while in the storage containers;
  - 3.8.8.13 Maintenance requirements when not in use or prior to, during and following an election;
  - 3.8.8.14 The dimensions of physical space required for the proper use of the voting device during an election;
  - 3.8.8.15 The manufacturer, model and type of battery used for backup purposes and the amount of time the battery will operate the voting device;
  - 3.8.8.16 The manufacturer, model, type and specifications of the memory device used by the voting device, including reliability (such as Mean Time Between Failure);
  - 3.8.8.17 The display capabilities of the voting device including whether it can support multiple languages;
  - 3.8.8.18 The types of ink or pencil the optical scan devices can recognize and the optimal marking devices;
  - 3.8.8.19 The physical dimensions of the voting booth, including weight and portability, and how this booth protects a voter's privacy while voting;
  - 3.8.8.20 Privacy sleeves for use by voters to transport voted ballots to the optical scan voting device;
  - 3.8.8.21 A ballot transfer case for use by poll workers to return voted ballots after the polls close; and
  - 3.8.8.22 Any carts or other devices used for each transportation of the voting device, including whether such devices include the ability to secure and transport ballots and the ability to transfer the electronic ballot marking device.
  - 3.8.8.23 The availability, functionality and auditability of batch counting and processing of ballots, for all proposed models of optical scanner.
  - 3.8.8.24 How the voting device interprets incorrect or incomplete marks, such as a checkmark or an 'X', as well as stray marks on the ballot.
- 3.8.9 Election Management System (EMS)
- The Offeror shall, in its technical proposal, provide acknowledgement that it will meet the requirements of § 2.5 of this RFP and detailed description of how those requirements will be met. The Offeror shall also include a description of:
- 3.8.9.1 The manufacturer, model, type and specifications for all hardware associated with the voting system's EMS servers;
  - 3.8.9.2 The manufacturer, model, type and specifications for all recommended printers associated with the voting system's EMS printers;
  - 3.8.9.3 Other software necessary to meet the requirements of this RFP;
  - 3.8.9.4 Any third party components that are recommended or required to enhance the stability or security of the voting system's EMS;
  - 3.8.9.5 The number of election specific databases that can be maintained and how they are managed by the voting system's EMS; and
  - 3.8.9.6 The full range of reporting capabilities of the voting system's EMS.
  - 3.8.9.7 The full range of exporting capabilities, including all available data formats.
- 3.8.10 Audit and Security
- The Offeror shall, in its technical proposal, provide acknowledgement that it will meet the requirements of § 2.6 of this RFP and detailed description of how those requirements will be met. The Offeror shall also include a description of:
- 3.8.10.1 The complete set of information that the audit log captures and how that information is retrieved;

- 3.8.10.2 The specifications of any keys (including whether the keys are universal or unique) and locks that restrict access to the various parts of the voting system; and
- 3.8.10.3 The specifications of any seals or other tamper evident devices that that can be used to restrict access to the various parts of the voting system.
- 3.8.11 Source Code
  - 3.8.11.1 The Offeror shall provide acknowledgement that it will meet the requirements of § 2.7 of this RFP and a description of how those requirements will be met.
  - 3.8.11.2 The Offeror shall provide a sample escrow agreement that meets the requirements specified in this RFP.
- 3.8.12 Warranty, Software/Firmware License(s) and Modifications

The Offeror shall, in its technical proposal, provide acknowledgement that it will meet the requirements of § 2.8 of this RFP and detailed description of how those requirements will be met. The Offeror shall also include a description of:

  - 3.8.12.1 A sample warranty agreement;
  - 3.8.12.2 A sample software license;
  - 3.8.12.3 A plan for continuous upgrades to the Offeror's proposed voting system to keep it current with the VVSG;
  - 3.8.12.4 A summary of the process for requesting software modifications and the Offeror's process for reviewing, accepting, and implementing the requested modifications; and
  - 3.8.12.5 An analysis of projected technological and elections related changes and how the Offeror's proposed system can adapt to those changes.
- 3.8.13 Delivery and Acceptance

The Offeror shall provide acknowledgement that it has will meet the requirements established in § 2.10 of this RFP.
- 3.8.14 Required Research and Development

The Offeror shall provide acknowledgement that it will meet the requirements established in § 2.11 of this RFP.
- 3.8.15 Project Management

The Offeror shall provide acknowledgement that it will meet the requirements of § 2.15 of this RFP and a description of how those requirements will be met including:

  - 3.8.15.1 A summary demonstrating the Offeror's understanding of the PMI's project management principles and standards;
  - 3.8.15.2 For the Project Coordinator, a resume of the individual the Offeror proposes for the position and a description of why that individual meets the established criteria for that position;
  - 3.8.15.3 For additional personnel and temporary personnel that the Offeror proposes for the:
    - 3.8.15.3.1 The number of additional full and part-time staff positions;
    - 3.8.15.3.2 The labor category of each additional staff position;
    - 3.8.15.3.3 Why the positions are necessary; and
    - 3.8.15.3.4 The duration of time each position will be required.
- 3.8.16 Training

The Offeror shall provide acknowledgement that it will meet the requirements of § 2.16 of this RFP and a description of how those requirements will be met including:

  - 3.8.16.1 A description of its training philosophies and methodologies;
  - 3.8.16.2 A description of its prior voting system training efforts for local election officials and poll workers; and
  - 3.8.16.3 Sample materials used for training (e.g. sample curricula, materials, and videos).
- 3.8.17 Documentation and Deliverables

The Offeror shall provide acknowledgement that it will meet the requirements of § 2.17 of this RFP and a description of how those requirements will be met.

3.8.17 Help Desk

The Offeror shall provide acknowledgement that it will meet the requirements of § 2.18 of this RFP and a description of how those requirements will be met.

3.8.17.1 Any additional helpdesk support available both during election periods as well as non-election periods;

3.8.17.2 Helpdesk operations including any key personnel, helpdesk applications, and processes used to support an election; and

3.8.17.3 Any additional technical support services provided to support election operations.

3.8.18 Voter Outreach and Education

The Offeror shall provide acknowledgement that it will meet the requirements of § 2.19 of this RFP and a description of how those requirements will be met.

3.8.18.1 Sample brochures, videos, and other materials used to educate voters in other jurisdictions about the Offeror's voting system;

3.8.18.2 A description, including specifications, of a voting device designed for demonstration purposes.

3.8.19 Ballot Design

The Offeror shall provide acknowledgement that it will meet the requirements of § 2.20 of this RFP and a description of how those requirements will be met.

3.8.19.1 A list of other jurisdictions for which the Offeror provides ballot printing services and recording services for the audio versions of ballots;

3.8.19.2 Detailed specifications for printed ballots, including paper types, paper color, ink color, and size limitations.

3.8.20 Transportation

The Offeror shall provide acknowledgement that it will meet the requirements of § 2.21 of this RFP and a description of how those requirements will be met.

3.8.21 Delivery and Acceptance

The Offeror shall provide acknowledgement that it will meet the requirements of § 2.22 of this RFP and a description of how those requirements will be met.

3.8.22 Termination and Damages

The Offeror shall provide acknowledgement that it will meet the requirements of § 2. of this RFP and a description of how those requirements will be met.

3.8.23 Best Offer Guarantee

The Offeror shall provide an acknowledgement that it will provide the most favorable cost to SBE as required under § 1.33 of this RFP.

### **3.9 SUBMISSION OF EQUIPMENT FOR DEMONSTRATION PURPOSES**

3.9.1 The Offeror shall be notified at least 7 calendar days in advance of the scheduled date for oral discussions presentations. Offerors will arrange for the delivery of equipment to be used for the presentation with SBE Procurement Officer. The equipment proposed by the Offeror in response to this solicitation as described in this section to be used for presentation/demonstration to evaluators. This equipment shall remain in the custody of SBE for evaluation and testing until a contract award has been recommended.

3.9.2 Offerors shall submit the following equipment:

3.9.2.1 One precinct count and one central count optical scan voting device. The precinct count optical scan voting device shall have two memory cards, programmed for different precincts, and one being a closed primary election and one being a general election;

- 3.9.2.2 The central count optical scanner shall have two memory cards and be programmed for a closed primary election and a general election. Each election shall have multiple ballot styles;
  - 3.9.2.3 All other equipment, documentation, and supplies, including sample ballots and accessories needed to operate the two optical scan voting devices according to the Offeror's specifications;
  - 3.9.2.4 One server or computer that simulates the full configuration of the EMS server operations of the Offeror's proposed EMS, installed together with all other required software; and
  - 3.9.2.5 All other equipment, documentation, and supplies needed to operate the equipment according to the Offeror's specifications.
- 3.9.3 The Offeror shall submit the equipment that is identical in all ways to the equipment that it is proposing in its response to this solicitation.
- 3.9.4 Any unsuccessful Offeror shall, at its expense, remove all equipment submitted for consideration within ten (10) business days of being notified that Offeror will not be recommended for contract award.

### **3.10 STATE CERTIFICATION TESTING**

- 3.10.1 Equipment for State Certification Testing  
The Offeror shall provide for its state certification the following equipment for two precincts with different ballot styles:
- 3.10.1.1 Two precinct count voting devices for each precincts, with two devices programmed for a primary election and two devices programmed for a general election (total of four precinct count voting devices); and all other equipment, documentation, and supplies, including ballots (see Attachment \_\_\_ for Maryland ballot information) needed to operate the two precincts according to the Offeror's specifications.
  - 3.10.1.2 Two central count voting devices, with one device programmed for a primary election and one device programmed for a general election (total of two central count voting devices);
  - 3.10.1.3 One server with the Offeror's EMS installed and other required software; and
  - 3.10.1.4 All other equipment, documentation, and supplies needed to operate the equipment according to the Offeror's specifications.
- 3.10.2 The Offeror shall submit the equipment that is identical in all ways to the equipment that it is proposing in its response to this RFP.
- 3.10.3 An unsuccessful Offeror shall, at its expense, remove all equipment submitted for consideration within ten business days of being notified by the Procurement Officer that the Offeror has not been recommended for contract award.
- 3.10.4 To initiate the State certification process (Attachment U) for the proposed voting system, the Offeror shall submit with its financial proposal, but in a separate envelope, the following:
- 3.10.4.1 Application for Certification and the application fee;
  - 3.10.4.2 Technical Data Package (one original and two copies);
  - 3.10.4.3 Business Information Package (one original and two copies); and
  - 3.10.4.4 Required affidavits (one original and two copies).

### **3.11 FINANCIAL PROPOSAL**

The Offeror shall propose pricing for all items listed in Attachment T, to include but not be limited to:

## OPTICAL SCAN VOTING SYSTEM SOLICITATION

- 3.11.1 Declaration of Confidential Information: Information that is claimed to be confidential is to be identified in the Financial Proposal;
- 3.11.2 Cost of two-year extended warranty for all system components and software.
- 3.11.3 Labor rates for all key personnel to be used on this contract;
- 3.11.4 Other supplies needed to conduct an election;
- 3.11.5 Voting booth and privacy sleeves;
- 3.11.6 Storage container for the optical scan voting device;
- 3.11.7 Carts or other devices for transporting the optical scan voting devices;
- 3.11.8 Ballot transfer cases;
- 3.11.9 Tools/pens to mark Optical Scan ballots;
- 3.11.10 Any and all other supplies available to assist in voting using optical scan units.

## **SECTION 4: EVALUATION CRITERIA AND SELECTION PROCEDURE**

### **4.1 EVALUATION OVERVIEW**

Evaluation of proposals will be conducted by a committee organized for the purpose of analyzing the technical and financial components of proposal submissions in response to this solicitation. One contract will be awarded to the Offeror submitting the proposal that is most advantageous to the State for Optical Scan Voting System equipment considering evaluation factors and price set forth below.

### **4.2 TECHNICAL CRITERIA**

The criteria to be applied to each technical proposal are listed in descending order of importance:

- Compliance with EAC/FEC standards and qualification by an ITA;
- Offeror Experience and Capabilities;
- Technical response to RFP requirements. Offeror's response to requirements of the RFP that illustrates a comprehensive understanding of the federal and state certification criteria. Responses to work requirements such as "acknowledged", "concur" or "will comply" will receive a lower evaluation ranking than those Offerors who demonstrate that they understand the requirement and have a plan to meet or exceed it.
- Optical Scan Voting System Equipment Demonstrations
- References
- Economic Benefit Factors

### **4.3 FINANCIAL CRITERIA**

All qualified Offerors will be ranked from the lowest to the highest price based on their total price proposed within stated guidelines on Attachment T —Financial Proposal Worksheet.

### **4.4 RECIPROCAL PREFERENCE**

Although Maryland law does not authorize procuring agencies to favor resident Offerors in awarding procurement contracts, many other states do grant their resident businesses preferences over Maryland Contractors. Therefore, as described in COMAR 21.05.01.04, a resident business preference shall be given if: a responsible Offeror whose headquarters, principal base of operations, or principal site that shall primarily provide the services required under this RFP is in another state submits the most advantageous offer; the other state gives a preference to its residents through law, policy, or practice; and, the preference does not conflict with a Federal law or grant affecting the procurement contract. The preference given shall be identical to the preference that the other state, through law, policy or practice gives to its residents.

## **4.5 SELECTION PROCESS AND PROCEDURES**

### **4.5.1 General Selection Process:**

A Contract shall be awarded in accordance with the competitive sealed proposals process under COMAR 21.05.03. The competitive sealed proposals method is based on discussions and revision of proposals during these discussions.

Accordingly, SBE may hold discussions with all Offerors judged reasonable susceptible of being selected for contract award or potentially so. However, SBE reserves the right to make an award without holding discussions. In either case, of holding discussions or not doing so, SBE may determine an Offeror to be “not responsible” and/or “not reasonably susceptible of being selected for award” at any time after the initial closing date for receipt of proposals and the review of those proposals.

### **4.5.2 Selection Process Sequence:**

4.5.2.1 The first step in the process will be an evaluation for technical merit. During this review, oral presentations and discussion may be held. The purpose of such discussions will be to assure a full understanding of the State’s requirements and the Offeror’s ability to perform and to facilitate arrival at a contract that will be most advantageous to the State. For scheduling purposes, Offerors should be prepared to make an oral presentation, to demonstrate the optical scan voting system proposed, and to participate in discussions within 2-3 weeks of the delivery of proposals to the State. The Procurement Officer will contact Offerors when the schedule is set by the State.

4.5.2.2 Offerors must confirm in writing any substantive oral clarification or, or change in, their proposals made in the course of discussions. Any such written clarification or change then becomes part of the Offeror’s proposal.

4.5.2.3 The financial proposal of each qualified Offeror will be evaluated separately from the technical evaluation. After a review of the financial proposals of qualified Offerors, the procurement Officer may again conduct discussions to further evaluation the Offeror’s entire proposal.

4.5.2.4 When, in the best interest of the State, the Procurement Officer may permit Offerors who have submitted acceptable proposals to review their initial proposals and submit, in writing, best and final offers (BAFOs). However, the State reserves the right to make an award without issuing a BAFO if/when it’s determined to be in the State’s best interest.

### **4.5.3 Award Determination**

Upon completion of all discussions and negotiations, reference checks, and demonstrations, the procurement Officer will recommend award of a contract to the responsible Offeror whose proposal is determined to be the most advantageous to the State considering technical evaluation factors and price factors as set forth in this RFP. In making the most advantageous Offeror determination, technical factors will be given greater weight than price factors.

## ATTACHMENTS

Attachment A	Pre-Proposal Conference Response Form
Attachment B	Minority Business Enterprise Forms
Attachment C	State Contract
Attachment D	Bid/Proposal Affidavit Form
Attachment E	Contract Affidavit Form
Attachment F	Vendor Electronic Funds Transfer (EFT) Registration Request Form
Attachment G	Living Wage Requirements for Service Contracts
Attachment H	Living Wage Affidavit of Agreement
Attachment I	Non-Disclosure Agreement
Attachment J	Mercury Affidavit
Attachment K	Bid Bond
Attachment L	Performance Bond
Attachment M	Performance Guarantees
Attachment N	Election Law Article
Attachment O	COMAR Title 33 – STATE BOARD OF ELECTIONS
Attachment P	SBE Security Policy and Standards
Attachment Q	Implementation Schedule of Deliverables
Attachment R	Documentation and Plans
Attachment S	Proposal Transmittal Form
Attachment T	Financial Proposal
Attachment U	State Certification Process
Attachment V	DGS Records Management Division Records Retention and Disposal
Attachment W	SBE Voter Registration by Precinct (as of 6/10/2009)
Attachment X	IT Security Policy and Standards

# MINORITY BUSINESS ENTERPRISE PARTICIPATION FORMS

## STATE BOARD OF ELECTIONS MINORITY BUSINESS ENTERPRISE PARTICIPATION

### PURPOSE

The Contractor shall structure its procedures for the performance of the work required in this contract to attempt to achieve the minority business enterprise (MBE) goal stated in the Invitation for Bids or Request for Proposals. MBE performance must be in accordance with this Exhibit, as authorized by Code of Maryland Regulations (COMAR) 21.11.03. Contractor agrees to exercise all good faith efforts to carry out the requirements set forth in this Exhibit.

### MBE GOALS AND SUBGOALS

MBE subcontract participation goals as set forth in Section 1.19 have been established for this procurement. By submitting a response to this solicitation, the bidder or Offeror agrees that this dollar amount of the contract shall be performed by certified minority business enterprises

By submitting a response to this solicitation, the bidder or Offeror agrees that these dollar amounts of the contract shall be performed by certified minority business enterprises as specified.

- (1) A prime contractor — including an MBE prime contractor — must accomplish an amount of work not less than the MBE subcontract goal with certified MBE subcontractors.
- (2) A prime contractor comprising a joint venture that includes MBE partner(s) must accomplish the MBE subcontract goal with certified MBE subcontractors.

### SOLICITATION AND CONTRACT FORMATION

1. A bidder or Offeror must include with its bid or offer:
  - ◆ A completed Certified MBE Utilization and Fair Solicitation Affidavit ( Attachment B-1) whereby the bidder or Offeror acknowledges the certified MBE participation goal or requests a waiver, commits to make a good faith effort to achieve the goal, and affirms that MBE subcontractors were treated fairly in the solicitation process.
  - ◆ A completed MBE Participation Schedule (Attachment B-2) whereby the bidder or Offeror responds to the expected degree of Minority Business Enterprise participation as stated in the solicitation, by identifying the specific commitment of certified Minority Business Enterprises at the time of submission. The bidder or Offeror shall specify the price and/or the percentage of contract value associated with each MBE subcontractor identified on the MBE Participation Schedule.

**If a bidder or Offeror fails to submit Attachment B-1 and Attachment B-2 at the time of submittal of the bid or offer as required, the Procurement Officer shall deem the bid non-responsive or shall determine that the offer is not reasonably susceptible of being selected for award.**
2. Within 10 working days from notification that it is the apparent Awardee or from the date of the actual award, whichever is earlier, the apparent Awardee must provide the following documentation to the Procurement Officer.
  1. Outreach Efforts Compliance Statement (Attachment B-3)
  2. Subcontractor Project Participation Statement (Attachment B-4)
  3. If the apparent Awardee believes a waiver (in whole or in part) of the overall MBE goal or of any subgoal is necessary, it must submit a fully documented waiver request that complies with COMAR 21.11.03.11.
  4. Any other documentation required by the Procurement Officer to ascertain bidder or Offeror responsibility in connection with the certified MBE participation goal.

**If the apparent Awardee fails to return each completed document within the required time, the Procurement Officer may determine that the apparent Awardee is not responsible and therefore not eligible for contract award. If the contract has already been awarded, the award is voidable.**

**The remainder of this page is intentionally left blank.**

**MBE CONTRACT ADMINISTRATION REQUIREMENTS**

Contractor shall:

- ◆ Submit monthly to the Department a report listing any unpaid invoices, over 30 days old, received from any certified MBE subcontractor, the amount of each invoice and the reason payment has not been made.
  - Include in its agreements with its certified MBE subcontractors a requirement that those subcontractors submit monthly to the Department a report that identifies the prime contract and lists all payments received from Contractor in the preceding 30 days, as well as any outstanding invoices, and the amount of those invoices.
  - Maintain such records as are necessary to confirm compliance with its MBE participation obligations. These records must indicate the identity of certified minority and non-minority subcontractors employed on the contract, the type of work performed by each, and the actual dollar value of work performed. Subcontract agreements documenting the work performed by all MBE participants must be retained by the Contractor and furnished to the Procurement Officer on request.
  - Consent to provide such documentation as reasonably requested and to provide right-of-entry at reasonable times for purposes of the State's representatives verifying compliance with the MBE participation obligations. Contractor must retain all records concerning MBE participation and make them available for State inspection for three years after final completion of the contract.
  - At the option of the procurement agency, upon completion of the contract and before final payment and/or release of retainage, submit a final report in affidavit form and under penalty of perjury, of all payments made to, or withheld from MBE subcontractors.

**ATTACHMENTS**

- B-1 -- Certified MBE Utilization and Fair Solicitation Affidavit (must be submitted with bid or offer)
- B-2 -- MBE Participation Schedule (must be submitted with bid or offer)
- B-3-- Outreach Efforts Compliance Statement (must be submitted within 10 working days of notification of apparent award or actual award, whichever is earlier)
- B-4-- Subcontractor Project Participation Statement (must be submitted within 10 working days of notification of apparent award or actual award, whichever is earlier)

**CERTIFIED MBE UTILIZATION AND FAIR SOLICITATION AFFIDAVIT**

**\*\*\*\*\* EFFECTIVE OCTOBER 1, 2004 \*\*\*\*\***

**This document must be included with the bid or offer. If the Offeror fails to submit this form with the bid or proposal as required, the Procurement Officer shall deem the bid/proposal non-responsive or shall determine that the offer is not reasonably susceptible of being selected for award.**

In conjunction with the bid or offer submitted in response to Solicitation No. SBE-2010-02, I affirm the following:

- (1) I acknowledge the overall certified Minority Business Enterprise (MBE) participation goal of 30% (percent) and, if specified in the solicitation, sub goals of 7% (percent) for MBEs classified as African American-owned and 10% (percent) for MBEs classified as women-owned. I have made a good faith effort to achieve this goal.

OR

After having made a good faith effort to achieve the MBE participation goal, I conclude I am unable to achieve it. Instead, I intend to achieve MBE participation of \_\_\_\_\_% and request a waiver of the remainder of the goal. Within 10 business days of receiving notice that our firm is the apparent low bidder or the apparent Awardee (competitive sealed proposal), I shall submit a written waiver request that complies with COMAR 21.11.03.11. I acknowledge that the MBE subcontractors/suppliers listed in the MBE Participation Schedule shall be used to accomplish the percentage of MBE participation that I intend to achieve.

- (2) I have identified the specific commitment of certified MBEs by completing and submitting an MBE Participation Schedule with the bid or proposal.
- (3) I understand that if I am notified that I am the apparent Awardee, I must submit the following documentation within 10 working days of receiving notice of the potential award or from the date of conditional award (per COMAR 21.11.03.10), whichever is earlier.
  - (a) Outreach Efforts Compliance Statement (Attachment B-3)
  - (b) Subcontractor Project Participation Statement (Attachment B-4)
  - (c) MBE Waiver Request per COMAR 21.11.03.11 (if applicable)
  - (d) Any other documentation required by the Procurement Officer to ascertain bidder or Offeror responsibility in connection with the certified MBE participation goal.

I acknowledge that if I fail to return each completed document within the required time, the Procurement Officer may determine that I am not responsible and therefore not eligible for contract award. If the contract has already been awarded, the award is voidable.

- (4) In the solicitation of subcontract quotations or offers, MBE subcontractors were provided not less than the same information and amount of time to respond as were non-MBE subcontractors.

I solemnly affirm under the penalties of perjury that the contents of this paper are true to the best of my knowledge, information, and belief.

\_\_\_\_\_  
Bidder/Offeror Name

\_\_\_\_\_  
Signature of Affiant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
City, State, ZIP

**SUBMIT THIS AFFIDAVIT WITH BID/PROPOSAL**

**MBE PARTICIPATION SCHEDULE**  
**(for submission with bid or proposal)**  
*\*\*\*\*\* EFFECTIVE OCTOBER 1, 2004 \*\*\*\*\**

This document must be included with the bid or proposal. If the Offeror fails to submit this form with the bid/proposal as required, the Procurement Officer shall deem the bid non-responsive or shall determine that the offer is not reasonably susceptible of being selected for award.

Prime Contractor (Firm Name, Address, Phone)	Project Description: STATEWIDE OPTICAL SCAN VOTING SYSTEM
Project Number: SBE-2010-02	Total Contract percentage
List Information For Each Certified MBE Subcontractor On This Project	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	

**USE ATTACHMENT D-2 CONTINUATION PAGE AS NEEDED**

**SUMMARY**

**TOTAL MBE PARTICIPATION:** \_\_\_\_\_ %  
**TOTAL AFRICAN-AMERICAN MBE PARTICIPATION:** \_\_\_\_\_ %  
**TOTAL WOMAN-OWNED MBE PARTICIPATION:** \_\_\_\_\_ %

Document Prepared By: (please print or type) Name: _____ Title: _____
--

MBE Participation Schedule

List Information For Each Certified MBE Subcontractor On This Project	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	
Minority Firm Name	MBE Certification Number
Work To Be Performed	
Percentage of Total Contract	

**OUTREACH EFFORTS COMPLIANCE STATEMENT**

In conjunction with the bid or offer submitted in response to Solicitation No. SBE-2010-02, I state the following:

- 1. Bidder/ Offeror identified opportunities to subcontract in these specific work categories:
  
- 2. Attached to this form are copies of written solicitations (with bidding instructions) used to solicit certified MBEs for these subcontract opportunities.
  
- 3. Bidder/Offeror made the following attempts to contact personally the solicited MBEs:
  
- 4.  Bidder/Offeror assisted MBEs to fulfill or to seek waiver of bonding requirements. (DESCRIBE EFFORTS)
  
- This project does not involve bonding requirements.
  
- 5.  Bidder/Offeror did/did not attend the pre-bid conference  
 No pre-bid conference was held.

_____	By:	_____
Bidder/Offeror Name		
_____		_____
		Name, Title
_____		
Address		
_____		_____
City, State, ZIP		Date

### Subcontractor Project Participation Statement

SUBMIT ONE FORM FOR EACH CERTIFIED MBE LISTED IN THE MBE PARTICIPATION SCHEDULE

Provided that \_\_\_\_\_ is awarded the State contract in conjunction  
with Solicitation No. SBE-2010-02, it and \_\_\_\_\_,  
MDOT Certification No. \_\_\_\_\_, intend to enter into a contract by which Subcontractor  
shall: (describe work)

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- No bonds are required of Subcontractor
- The following amount and type of bonds are required of Subcontractor:

\_\_\_\_\_  
Prime Contractor Signature

\_\_\_\_\_  
Subcontractor Signature

By: \_\_\_\_\_  
Name, Title

By: \_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## STATE CONTRACT

**THIS CONTRACT (the “Contract”)** is made this \_\_\_\_\_ day of \_\_\_\_\_, 200\_ by and between \_\_\_\_\_ and the **STATE OF MARYLAND**, acting through the **STATE BOARD OF ELECTIONS** (the “SBE” or sometimes the “Agency”).

**IN CONSIDERATION** of the premises and the covenants herein contained, the parties agree as follows:

### 1. Definitions

In this Contract, the following words have the meanings indicated:

- 1.1 “Contract Manager” means the SBE representative and first point of contact for contract procedures and any discrepancies. The Agency may change the Contract Monitor at any time by written notice.
- 1.2 “Contractor” means \_\_\_\_\_ whose principal business address is \_\_\_\_\_ and whose principal office in Maryland is \_\_\_\_\_.
- 1.3 “Agency” means the Maryland State Board of Elections (SBE).
- 1.4 “Financial Proposal” means the Contractor’s Financial Proposal dated \_\_\_\_\_.
- 1.5 “Procurement Officer” means the person with the responsibilities and authorities of “procurement officer” under the Annotated Code of Maryland, and Title 21 of the Code of Maryland Regulations (“COMAR”) or their designee. The Agency may change the Procurement Officer at any time by written notice.
- 1.6 “RFP” means the Request for Proposals for Voter-Verifiable Voting System for the State of Maryland, Solicitation No. SBE-2010-02, dated \_\_\_\_\_, and any amendments thereto issued in writing by the State.
- 1.7 “State” means the State of Maryland.
- 1.8 “Technical Proposal” means the Contractor’s Technical Proposal, dated \_\_\_\_\_.

### 2. Statement of Work

- 2.1 The Contractor shall provide equipment, hardware, software, implementation support, and other services for the Statewide Optical Scan Voting System (collectively, the “Equipment”). The equipment shall be provided in accordance with this Contract and the following exhibits, which are attached and incorporated herein by reference. If there is any conflict between this Contract and the Exhibits, the terms of the Contract shall govern. If there is any conflict among the Exhibits, the following order of precedence shall determine the prevailing provision, with earlier listed Exhibits prevailing over later listed Exhibits:

Exhibit A – Solicitation #SBE-2010-02 dated August 3, 2009  
 Exhibit B – Bid/Proposal Affidavit dated \_\_\_\_\_  
 Exhibit C – Contractor’s Technical Proposal (dated \_\_\_\_\_) and Financial  
 Proposal (dated \_\_\_\_\_).

- a. The Contract Affidavit attached hereto as Exhibit D is incorporated by reference herein.
- b. The Procurement Officer may, at any time, by written order, make changes in the work within the general scope of the Contract. No other order, statement or conduct of the Procurement Officer or any other person shall be treated as a change or entitle the Contractor to an equitable adjustment under this section. Except as otherwise provided in this Contract, if any change under this section causes an increase or decrease in the Contractor’s cost of, or the time required for, the performance of any part of the work, whether or not changed by the order, an equitable adjustment in the Contract price shall be made and the Contract modified in writing accordingly. The Contractor must assert in writing its right to an adjustment under this section within thirty (30) days of receipt of written change order and shall include a written statement setting forth the nature and cost of such claim. No claim by the Contractor shall be allowed if asserted after final payment under this Contract. Failure to agree to an adjustment under this section shall be a dispute under the Disputes clause. Nothing in this section shall excuse the Contractor from proceeding with the Contract as changed.
- c. The Contract may be modified only after such approvals as are required under Maryland law, and only by a writing executed by the authorized representatives of the parties.

### **3. Time for Performance**

Unless the Contract is terminated earlier as provided herein, the term of the Contract is the period beginning on \_\_\_\_\_, and ending \_\_\_\_\_. The State, at its sole option, shall have the unilateral right to extend the Contract for up to five additional successive one-year terms. The Contractor shall provide Services under the Contract upon receipt of a notice to proceed from the Procurement Officer.

### **4. Consideration and Payment**

- 4.1** In consideration of the satisfactory performance of the Services, the Department shall pay the Contractor in accordance with the terms of this Contract and at the rates specified in \_\_\_\_\_. Except with the express written consent of the Procurement Officer, total payments to the Contractor pursuant to this Contract may not exceed \$ \_\_\_\_\_ (the “NTE Amount”). Contractor shall notify the Contract Monitor, in writing, at least 60 days before payments reach the NTE Amount. After notification by the Contractor, if the Procurement Officer fails to give written notice that the NTE Amount has been increased, the Contractor shall have no obligation to perform under this Contract after payments reach the NTE Amount. The cessation of the Contractor’s obligation to perform under this paragraph 4.1 is expressly conditioned on the following: that prior to the NTE Amount being reached, the Contractor shall: (i) give the notice required under this

paragraph 4.1; (ii) promptly consult with the Department and cooperate in good faith with the Department to establish a plan of action to assure that every reasonable effort has been undertaken by the Contractor to complete State-defined critical work in progress prior to the date the NTE Amount will be reached; and (iii) secure data bases, systems, platforms and/or applications on which the Contractor is working so that no damage or vulnerabilities to any of the same will exist due to the existence of any such unfinished work.

- 4.2** The Contractor shall submit invoices monthly for Services completed during the previous calendar month. Each invoice must include the Contractor's Federal Tax Identification Number which is\_\_\_\_\_. Payments to the Contractor pursuant to this Contract shall be made no later than 30 days after the State's receipt of a proper invoice from the Contractor. Charges for late payment of invoices other than as prescribed by Title 15, Subtitle 1, of the State Finance and Procurement Article, Annotated Code of Maryland, as from time-to-time amended, are prohibited. Invoices shall be submitted to the Contract Monitor.
- 4.5** In addition to any other available remedies, if, in the opinion of the Procurement Officer, the Contractor fails to perform in a satisfactory and timely manner, the Procurement Officer may refuse or limit approval of any invoice for payment, and may cause payments to the Contractor to be reduced or withheld until such time as the Contractor meets performance standards as established by the Procurement Officer.

## **5. Rights to Records**

- 5.1** The Contractor agrees that all documents and materials including but not limited to, software, reports, drawings, studies, specifications, estimates, tests, maps, photographs, designs, graphics, mechanical, artwork, computations and data prepared by the Contractor, solely for purposes of this Contract with the State of Maryland shall be the sole property of the Department and shall be available to the Department at any time. The Department shall have the right to use the same without restriction and without compensation to the Contractor other than that specifically provided by this Contract.
- 5.2** The Contractor agrees that at all times during the term of this Contract and thereafter, works created as a deliverable under this Contract, and Services performed under this Contract shall be "works made for hire" as that term is interpreted under U.S. copyright law. To the extent that any products created as a deliverable under this Contract are not works for hire for the Department, the Contractor hereby relinquishes, transfers, and assigns to the State all of its rights, title, and interest (including all intellectual property rights) to all such products created under this Contract, and shall cooperate reasonably with the State in effectuating and registering any necessary assignments.
- 5.3** The Contractor shall report to the Procurement Officer, promptly and in written detail, each notice or claim of copyright infringement received by the Contractor with respect to all data delivered under this Contract.

- 5.4 The Contractor may not affix any restrictive markings upon any data and if such markings are affixed, the Department shall have the right at any time to modify, remove, obliterate, or ignore such warnings.
- 5.5 The State shall have the sole and exclusive right to use, duplicate, distribute, and disclose any data, databases, derived data products, information, documents, records, or results, in whole or in part, in any manner for any purpose whatsoever, that may be created, collected, manipulated, generated, or purchased by the State from the Contractor in connection with this Contract (collectively, the "Data"). The Data shall be the sole property of the State.

## 6. Patents, Copyrights, Intellectual Property

- 6.1 If the Contractor furnishes any design, device, material, process, or other item, which is covered by a patent or copyright or which is proprietary to or a trade secret of another, the Contractor shall obtain the necessary permission or license to permit the State to use such item or items.
- 6.2 The Contractor shall defend or settle, at its own expense, any claim or suit against the State alleging that any such item furnished by the Contractor infringes any patent, trademark, copyright, or trade secret. If a third party claims that a Product infringes that party's patent or copyright, the Contractor shall defend the Agency against that claim at Contractor's expense and shall pay all damages, costs and attorney fees that a Court finally awards, provided the Agency (i) promptly notifies the Contractor in writing of the claim; and (ii) allows Contractor to control and cooperates with Contractor in, the defense and any related settlement negotiations. The obligations of this paragraph are in addition to those stated in section 6.3 below.
- 6.3 If any products furnished by the Contractor become, or in the Contractor's opinion are likely to become, the subject of a claim of infringement, the Contractor shall, at its option and expense: a) procure for the State the right to continue using the applicable item, b) replace the product with a non-infringing product substantially complying with the item's specifications, or c) modify the item so that it becomes non-infringing and performs in a substantially similar manner to the original item.

## 7. Confidentiality

Subject to the Maryland Public Information Act and any other applicable laws, all confidential or proprietary information and documentation relating to either party (including without limitation, any information or data stored within the Contractor's computer systems) shall be held in absolute confidence by the other party. Each party shall, however, be permitted to disclose relevant confidential information to its officers, agents and employees to the extent that such disclosure is necessary for the performance of their duties under or in connection with this Contract, provided that the data may be collected, used, disclosed, stored and disseminated only as provided by and consistent with the law. The provisions of this section shall not apply to information that (a) is lawfully in the public domain; (b) has been independently developed by the other party without violation of this Contract; (c) was already in the possession of such party, (d) was supplied to such party by a third party lawfully in possession thereof and legally permitted to further disclose the information or (e) which such party is required to disclose by law.

## 8. **Loss of Data**

In the event of loss of any State data or records where such loss is due to the intentional act or omission or negligence of the Contractor or any of its subcontractors or agents, the Contractor shall be responsible for recreating such lost data, in the manner and on the schedule set by the Procurement Officer. The Contractor shall ensure that all data is backed up, and is recoverable by the Contractor.

## 9. **Indemnification**

**9.1** The Contractor shall indemnify the State against liability for any suits, actions, or claims of any character arising from or relating to the performance of the Contractor or its subcontractors under this Contract.

**9.2** The State of Maryland has no obligation to provide legal counsel or defense to the Contractor or its subcontractors in the event that a suit, claim or action of any character is brought by any person not party to this Contract against the Contractor or its subcontractors as a result of or relating to the Contractor's obligations under this Contract.

**9.3** The Contractor shall immediately notify the Contract Officer of any claim or suit made or filed against the Contractor or its subcontractors regarding any matter resulting from, or relating to, the Contractor's obligations under the Contract, and shall cooperate, assist and consult with the State in the defense or investigation of any claim, suit, or action made or filed against the State as a result of, or relating to, the Contractor's performance under this Contract.

**9.4** This Section 9 survives the termination of this Contract for any liability arising within the period of the statute of limitations associated with such liability.

## 10. **Indemnification for Contractor's Failure to Perform in a Timely Manner.**

In addition to any other indemnification clause in this Agreement, if, due to the Contractor's negligence or a failure to perform that is attributable to the Contractor's action or inaction as required under this Agreement, (i) the Contractor fails to provide any product or service by a date specified herein, and (ii) such failure has or will result in a material detrimental impact on the ability of the State or any County that has acquired the Contractor's voting system or any of its components to manage the voting process and other election-related activities in the State of Maryland or any of its jurisdictions in a satisfactory manner or on a timely basis, then at the discretion of the State or any affected jurisdiction, the State or any affected jurisdictions, include the cost of conducting an election in order to correct the effects of the Contractor's negligence or failure to perform. The State or the affected jurisdiction(s) will submit to the Contractor an itemized statement setting for the charges for said expenses. Upon the Contractor's request, the State or affected jurisdiction(s) will also provide the Contractor with copies of invoices and other back-up information necessary to confirm the itemized expenses. To the extent future payments are due to the Contractor from the State or the affected jurisdiction(s), the State or the affected jurisdiction(s) may in their sole discretion elect to receive payment from the Contractor in the form of a credit against such payments. The State and the affected jurisdictions will take all reasonable steps to mitigate the expenses they incur hereunder.

**11. Right to Dispose of Voting Systems**

Any jurisdiction that acquires voting systems or their components from the Contractor under this Agreement retains the right to upgrade to new hardware and software provided by the Contractor at additional cost. If a local jurisdiction exercises this right, that jurisdiction has both of the following rights:

- a. To sell any or all of the equipment provided under this Agreement to any Third Party.
- b. To transfer to the Third Party all of its rights under this Agreement to software licenses and maintenance and support of software, and the Legacy Equipment, if the Third Party agreements with the Contractor to implement a voting system on term (including limitations on rights to software licenses and maintenance and support of software) acceptable to the Contractor and such Third Party executes an assumption agreement and other agreements as may be required by the Contractor.
- c. At any time during the term of this Agreement, at a local jurisdiction's option, the Contractor must use its reasonable best efforts to assist the respective county in selling Legacy Equipment.

**11. Deliverable Conformance**

The Contractor shall certify that the deliverables and any other goods or materials furnished by the Contractor to Maryland and Maryland jurisdictions fulfill requirements set forth in this Agreement and shall be in good working order at the time of delivery and shall be maintained by the Contractor in accordance with any applicable warranties herein or post-warranty maintenance agreements. The State and jurisdictions that have acquired the Contractor's deliverables or goods, which fail to meet the requirements set forth in this Agreement at the time of delivery, shall return all non-conforming goods and deliverables to the Contractor within 30 business days for replacement at the Contractor's expense.

**12. Custom Programming**

From time to time after the date of this Agreement, upon written agreement of the rates and/or amounts to be paid by the State or jurisdictions to the Contractor, the Contractor may provide custom programming services to the State or any jurisdiction. Custom programming shall be created, delivered, installed, and tested to mutually agreed upon in advance in writing by the State and the Contractor. Such agreement shall be in the form of an addendum to this Agreement which is executed by the State and the Contractor. All custom programming shall be deemed to be part of the Contractor's software, and shall be covered by the warranty set forth in this Agreement for a one-year period following its acceptance by the respective jurisdiction. The Contractor retains the right to make any custom programming available to other customers. The Contractor shall deliver, at no additional charge to the State or the jurisdiction(s), all customizations set out in the Proposal and all other customizations listed in this Agreement. Any additional enhancements requested by the State or any jurisdiction, but not contained in the Proposal or not specified in this Agreement, shall be set forth in a written change order to be executed by the parties and shall be provided for the amounts specified in the Proposal and in accordance with the payment terms set forth in the written change order(s). Under no circumstances shall any custom programming provided by the Contractor to any jurisdiction cause the Contractor's voting system to fail to meet State and Federal certification requirements at any time any jurisdiction accepts the custom programming.

**13. Non-Hiring of Employees**

No official or employee of the Agency, as defined under State Government Article, §15-102, Annotated Code of Maryland, whose duties as such official or employee include matters relating to or affecting the subject matter of this Contract, shall, during the pendency and term of this contract and while serving as an official or employee of the State, become or be an employee of the Contractor or any entity that is a subcontractor on this Contract.

#### **14. Disputes**

This Contract shall be subject to the provisions of Title 15, Subtitle 2, of the State Finance and Procurement Article of the Annotated Code of Maryland, as from time to time amended, and COMAR 21.10 (Administrative and Civil Remedies). Pending resolution of a claim, the Contractor shall proceed diligently with the performance of the Contract in accordance with the Procurement Officer's decision. Unless a lesser period is provided by applicable statute, regulation, or the Contract, the Contractor must file a written notice of claim with the Procurement Officer within 30 days after the basis for the claim is known or should have been known, whichever is earlier. Contemporaneously with or within 30 days of the filing of a notice of claim, but no later than the date of final payment under the Contract, the Contractor must submit to the Procurement Officer its written claim containing the information specified in COMAR 21.10.04.02.

#### **15. Maryland Law**

This Contract shall be construed, interpreted, and enforced according to the laws of the State of Maryland. The Maryland Uniform Computer Information Transactions Act (Commercial Law Article, Title 22 of the Annotated Code of Maryland) does not apply to this Contract or any software license acquired hereunder. Any and all references to the Annotated Code of Maryland contained in this Contract shall be construed to refer to such Code sections as from time to time amended.

#### **16. Nondiscrimination in Employment**

The Contractor agrees: (a) not to discriminate in any manner against an employee or applicant for employment because of race, color, religion, creed, age, sex, marital status, national origin, ancestry, or disability of a qualified individual with a disability; (b) to include a provision similar to that contained in subsection (a), above, in any subcontract except a subcontract for standard commercial supplies or raw materials; and (c) to post and to cause subcontractors to post in conspicuous places available to employees and applicants for employment, notices setting forth the substance of this clause.

#### **17. Commercial Nondiscrimination**

**17.1** As a condition of entering into this Contract, Contractor represents and warrants that it will comply with the State's Commercial Nondiscrimination Policy, as described under Title 19 of the State Finance and Procurement Article of the Annotated Code of Maryland. As part of such compliance, Contractor may not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, Contractors, suppliers, or commercial customers, nor shall Contractor retaliate against any person for reporting instances of such

discrimination. Contractor shall provide equal opportunity for subcontractors, Contractors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that this clause does not prohibit or limit lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the marketplace. Contractor understands that a material violation of this clause shall be considered a material breach of this Contract and may result in termination of this Contract, disqualification of Contractor from participating in State contracts, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

- 17.2** The Contractor shall include the above Commercial Nondiscrimination clause, or similar clause approved by the Department, in all subcontracts.
- 17.3** As a condition of entering into this Contract, upon the Maryland Human Relations Commission's request, and only after the filing of a complaint against Contractor under Title 19 of the State Finance and Procurement Article, as amended from time to time, Contractor agrees to provide within 60 days after the request a complete list of the names of all subcontractors, Contractors, and suppliers that Contractor has used in the past 4 years on any of its contracts that were undertaken within the Department, including the total dollar amount paid by Contractor on each subcontract or supply contract. Contractor further agrees to cooperate in any investigation conducted by the State pursuant to the State's Commercial Nondiscrimination Policy as set forth under Title 19 of the State Finance and Procurement Article of the Annotated Code of Maryland, and to provide any documents relevant to any investigation that is requested by the State. Contractor understands that violation of this clause is a material breach of this Contract and may result in contract termination, disqualification by the State from participating in State contracts, and other sanctions.

## **18. Contingent Fee Prohibition**

The Contractor warrants that it has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee, bona fide agent, bona fide salesperson, or commercial selling agency working for the Contractor to solicit or secure this Contract, and that it has not paid or agreed to pay any person, partnership, corporation or other entity, other than a bona fide employee, bona fide salesperson or commercial selling agency, any fee or other consideration contingent on the making of this Contract.

## **19. Non-Availability of Funding**

If the General Assembly fails to appropriate funds or if funds are not otherwise made available for continued performance for any fiscal period of this Contract succeeding the first fiscal period, this Contract shall be canceled automatically as of the beginning of the fiscal year for which funds were not appropriated or otherwise made available; provided, however, that this shall not affect either the State's rights or the Contractor's rights under any termination clause in this Contract. The effect of termination of the Contract hereunder shall be to discharge both the Contractor and the Department from future performance of the Contract, but not from their rights and obligations existing at the time of termination. The Contractor shall be reimbursed for the reasonable value of any nonrecurring costs incurred but not amortized in the price of the Contract. The State shall notify the

Contractor as soon as it has knowledge that funds may not be available for the continuation of this Contract for each succeeding fiscal period beyond the first.

**20. Termination for Cause**

If the Contractor fails to fulfill its obligations under this Contract properly and on time, or otherwise violates any provision of the Contract, the State may terminate the Contract by written notice to the Contractor. The notice shall specify the acts or omissions relied upon as cause for termination. All finished or unfinished work provided by the Contractor shall, at the State's option, become the State's property. The Department shall pay the Contractor fair and equitable compensation for satisfactory performance prior to receipt of notice of termination, less the amount of damages caused by the Contractor's breach. If the damages are more than the compensation payable to the Contractor, the Contractor shall remain liable after termination and the State can affirmatively collect damages. Termination hereunder, including the termination of the rights and obligations of the parties, shall be governed by the provisions of COMAR 21.07.01.11B.

**21. Termination for Convenience**

The performance of work under this Contract may be terminated by the State in accordance with this clause in whole, or from time to time in part, whenever the State shall determine that such termination is in the best interest of the State. The State shall pay all reasonable costs associated with this Contract that the Contractor has incurred up to the date of termination, and all reasonable costs associated with termination of the Contract; provided, however, the Contractor shall not be reimbursed for any anticipatory profits that have not been earned up to the date of termination. Termination hereunder, including the determination of the rights and obligations of the parties, shall be governed by the provisions of COMAR 21.07.01.12 (A)(2).

**22. Delays and Extensions of Time**

The Contractor agrees to perform this Contract continuously and diligently. No charges or claims for damages shall be made by the Contractor for any delays or hindrances, regardless of cause, in the performance of Services under this Contract. Time extensions shall be granted only for excusable delays that arise from unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including but not restricted to acts of God, acts of the public enemy, acts of the State in either its sovereign or contractual capacity, acts of another Contractor in the performance of a contract with the State, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, or delays of subcontractors or suppliers arising from unforeseeable causes beyond the control and without the fault or negligence of either the Contractor or the subcontractors or suppliers.

**23. Suspension of Work**

The State unilaterally may order the Contractor in writing to suspend, delay, or interrupt all or any part of its performance for such period of time as the Procurement Officer may determine to be appropriate for the convenience of the State.

**24. Pre-Existing Regulations**

In accordance with the provisions of Section 11-206 of the State Finance and Procurement Article, Annotated Code of Maryland, as from time to time amended, the regulations set forth in Title 21 of the Code of Maryland Regulations (COMAR 21) in effect on the date of execution of this Contract are applicable to this Contract.

**25. Financial Disclosure**

The Contractor shall comply with the provisions of Section 13-221 of the State Finance and Procurement Article of the Annotated Code of Maryland, which requires that every person that enters into contracts, leases, or other agreements with the Department or its agencies during a calendar year under which the business is to receive in the aggregate, \$100,000 or more, shall within 30 days of the time when the aggregate value of these contracts, leases or other agreements reaches \$100,000, file with the Secretary of the Department certain specified information to include disclosure of beneficial ownership of the business.

**26. Political Contribution Disclosure**

The Contractor shall comply with Election Law Article, §§14-101 – 14-108, Annotated Code of Maryland, which requires that every person that enters into contracts, leases, or other agreements with the State, a county, or an incorporated municipality, or their agencies, during a calendar year in which the person receives in the aggregate \$100,000 or more, shall, file with the State Board of Elections a statement disclosing contributions in excess of \$500 made during the reporting period to a candidate for elective office in any primary or general election. The statement shall be filed with the State Board of Elections: (1) before a purchase or execution of a lease or contract by the State, a county, an incorporated municipality, or their agencies, and shall cover the preceding two calendar years; and (2) if the contribution is made after the execution of a lease or contract, then twice a year, throughout the contract term, on: (a) February 5, to cover the 6-month period ending January 31; and (b) August 5, to cover the 6-month period ending July 31.

**27. Retention of Records**

The Contractor shall retain and maintain all records and documents in any way relating to this Contract for three years after final payment by the Department under this Contract or any applicable statute of limitations, whichever is longer, and shall make them available for inspection and audit by authorized representatives of the State, including the Contract Officer or the Contract Officer's designee, at all reasonable times. All records related in any way to the Contract are to be retained for the entire time provided under this section. In the event of any audit, Contractor shall provide assistance to the State, without additional compensation, to identify, investigate and reconcile any audit discrepancies and/or variances.

**28. Representations and Warranties**

The Contractor hereby represents and warrants that:

- A. It is qualified to do business in the State of Maryland and that it shall take such action as, from time to time hereafter, may be necessary to remain so qualified;
- B. It is not in arrears with respect to the payment of any monies due and owing the State of Maryland, or any department or unit thereof, including but not limited to the payment of taxes and employee benefits, and that it shall not become so in arrears during the term of this Contract;

- C. It shall comply with all federal, State and local laws, regulations, and ordinances applicable to its activities and obligations under this Contract; and
- D. It shall obtain, at its expense, all licenses, permits, insurance, and governmental approvals, if any, necessary to the performance of its obligations under this Contract.

**29. Costs and Price Certification**

By submitting cost or price information, the Contractor certifies to the best of its knowledge that the information submitted is accurate, complete, and current as of the date of its bid or offer.

The price under this Contract and any change order or modification hereunder, including profit or fee, shall be adjusted to exclude any significant price increases occurring because the Contractor furnished cost or price information which, as of the date of its bid or offer, was inaccurate, incomplete, or not current.

**30. Subcontracting; Assignment**

The Contractor may not subcontract any portion of the Services provided under this Contract without obtaining the prior written approval of the Department, nor may the Contractor assign this Contract or any of its rights or obligations hereunder, without the prior written approval of the State. Any such subcontract or assignment shall include the terms of Sections 10 and 12 through 26 of this Contract and any other terms and conditions that the State deems necessary to protect its interests. The State shall not be responsible for the fulfillment of the Contractor’s obligations to the subcontractors.

**31. Administrative**

**31.1** Procurement Officer. The work to be accomplished under this Contract shall be performed under the direction of the Procurement Officer. All matters relating to the interpretation of this Contract shall be referred to the Procurement Officer for determination.

**31.2** Notices. All notices hereunder shall be in writing and either delivered personally or sent by certified or registered mail, postage prepaid as follows:

If to the State: Maryland State Board of Elections  
Attention: Donna Wiltshire  
151 West Street, Suite 200, Annapolis, MD 21401

If to the Contractor:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IN WITNESS THEREOF, the parties have executed this Contract as of the date hereinabove set forth.

**FOR THE CONTRACTOR**

\_\_\_\_\_  
By: (Typed Name) \_\_\_\_\_ Date

Witness: \_\_\_\_\_  
\_\_\_\_\_ Date

**FOR THE MARYLAND STATE BOARD OF ELECTIONS**

\_\_\_\_\_  
By: Linda Lamone, Administrator \_\_\_\_\_ Date

Witness: \_\_\_\_\_  
\_\_\_\_\_ Date

Approved for form and legal sufficiency this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_, Assistant Attorney General

APPROVED BY BPW: \_\_\_\_\_  
(Date) \_\_\_\_\_ (BPW Item #)

**BID/PROPOSAL AFFIDAVIT**

A. AUTHORIZED REPRESENTATIVE

I HEREBY AFFIRM THAT:

I am the (title) \_\_\_\_\_ and the duly authorized representative of (business) \_\_\_\_\_ and that I possess the legal authority to make this Affidavit on behalf of myself and the business for which I am acting.

B. CERTIFICATION REGARDING COMMERCIAL NONDISCRIMINATION

The undersigned bidder hereby certifies and agrees that the following information is correct: In preparing its bid on this project, the bidder has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in “discrimination” as defined in §19-103 of the State Finance and Procurement Article of the Annotated Code of Maryland. “Discrimination” means any disadvantage, difference, distinction, or preference in the solicitation, selection, hiring, or commercial treatment of a Contractor, subcontractor, or commercial customer on the basis of race, color, religion, ancestry, or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or any otherwise unlawful use of characteristics regarding the Contractors, supplier’s or commercial customer’s employees or owners. “Discrimination” also includes retaliating against any person or other entity for reporting any incident of “discrimination”. Without limiting any other provision of the solicitation on this project, it is understood that, if the certification is false, such false certification constitutes grounds for the State to reject the bid submitted by the bidder on this project, and terminate any contract awarded based on the bid. As part of its bid or proposal, the bidder herewith submits a list of all instances within the past 4 years where there has been a final adjudicated determination in a legal or administrative proceeding in the state of Maryland that the bidder discriminated against subcontractors, Contractors, suppliers, or commercial customers, and a description of the status or resolution of that determination, including any remedial action taken. Bidder agrees to comply in all respects with the State’s Commercial Nondiscrimination Policy as described under Title 19 of the State Finance and Procurement Article of the Annotated Code of Maryland.

C. AFFIRMATION REGARDING BRIBERY CONVICTIONS

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business (as is defined in Section 16-101(b) of the State Finance and Procurement Article of the Annotated Code of Maryland), or any of its officers, directors, partners, controlling stockholders, or any of its employees directly involved in the business’s contracting activities has been convicted of, or has had probation before judgment imposed pursuant to Criminal Procedure Article, §6-220, Annotated Code of Maryland, or has pleaded nolo contendere to a charge of, bribery, attempted bribery, or conspiracy to bribe in violation of Maryland law, or of the law of any other state or federal law, except as follows (indicate the reasons why the affirmation cannot be given and list any conviction, plea, or imposition of probation before judgment with the date, court, official or administrative body, the sentence or disposition, the name(s) of person(s) involved, and their current positions and responsibilities with the business):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

D. AFFIRMATION REGARDING OTHER CONVICTIONS

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, directors, partners, controlling stockholders, or any of its employees directly involved in the business's contracting activities including obtaining or performing contracts with public bodies, has:

- (1) Been convicted under state or federal statute of:
  - (a) a criminal offense incident to obtaining, attempting to obtain, or performing a public or private contract; or
  - (b) fraud, embezzlement, theft, forgery, falsification or destruction of records, or receiving stolen property;
- (2) Been convicted of any criminal violation of a state or federal antitrust statute;
- (3) Been convicted under the provisions of Title 18 of the United States Code for violation of the Racketeer Influenced and Corrupt Organization Act, 18 U.S.C. §1961, et seq., or the Mail Fraud Act, 18 U.S.C. §1341, et seq., for acts in connection with the submission of bids or proposals for a public or private contract;
- (4) Been convicted of a violation of the State Minority Business Enterprise Law, Section 14-308 of the State Finance and Procurement Article of the Annotated Code of Maryland;
- (5) Been convicted of a violation of the Section 11-205.1 of the State Finance and Procurement Article of the Annotated Code of Maryland;
- (6) Been convicted of conspiracy to commit any act or omission that would constitute grounds for conviction or liability under any law or statute described in subsection (1) through (5) above;
- (7) Been found civilly liable under a state or federal antitrust statute for acts or omissions in connection with the submission of bids or proposals for a public or private contract;
- (8) Been found in a final adjudicated decision to have violated the Commercial Nondiscrimination Policy under Title 19 of the State Finance and Procurement Article of the Annotated Code of Maryland with regard to a public or private contract; or
- (9) Been found civilly liable under a state or federal antitrust statute for acts or omissions in connection with the submission of bids or proposals for a public or private contract; or
- (10) Admitted in writing or under oath, during the course of an official investigation or other proceedings, acts or omissions that would constitute grounds for conviction or liability under any law or statute described in Section B and subsections (1) through (7) above, except as follows (indicate reasons why the affirmations cannot be given, and list any conviction, plea, or imposition of probation before judgment with the date, court, official or administrative body, the sentence or disposition, the name(s) of the person(s) involved and their current positions and responsibilities with the business, and the status of any debarment):

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E. AFFIRMATION REGARDING DEBARMENT

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, directors, partners, controlling stockholders, or any of its employees directly involved in the business's contracting activities, has ever been suspended or debarred (including being issued a limited denial of participation) by any public entity, except as follows (list each debarment or suspension providing the dates of

the suspension or debarment, the name of the public entity and the status of the proceedings, the name(s) of the person(s) involved and their current positions and responsibilities with the business, the grounds of the debarment or suspension, and the details of each person's involvement in any activity that formed the grounds of the debarment or suspension):

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F. AFFIRMATION REGARDING DEBARMENT OF RELATED ENTITIES

I FURTHER AFFIRM THAT:

- (1) The business was not established and it does not operate in a manner designed to evade the application of or defeat the purpose of debarment pursuant to Sections 16-101, et seq., of the State Finance and Procurement Article of the Annotated Code of Maryland; and
- (2) The business is not a successor, assignee, subsidiary, or affiliate of a suspended or debarred business, except as follows (you must indicate the reasons why the affirmations cannot be given without qualification):

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G. SUB-CONTRACT AFFIRMATION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, has knowingly entered into a contract with a public body under which a person debarred or suspended under Title 16 of the State Finance and Procurement Article of the Annotated Code of Maryland will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction.

H. AFFIRMATION REGARDING COLLUSION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business has:

- (1) Agreed, conspired, connived, or colluded to produce a deceptive show of competition in the compilation of the accompanying bid or offer that is being submitted;
- (2) In any manner, directly or indirectly, entered into any agreement of any kind to fix the bid price or price proposal of the bidder or Offeror or of any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the accompanying bid or offer is submitted.

I. FINANCIAL DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with, the provisions of Section 13-221 of the State Finance and Procurement Article of the Annotated Code of Maryland, which require that every business that enters into contracts, leases, or other agreements with the State of Maryland or its agencies during a calendar year under which the business is to receive in the aggregate \$100,000 or more shall, within 30 days of the time when the aggregate value of the contracts, leases, or other agreements reaches \$100,000, file with the

Secretary of Department certain specified information to include disclosure of beneficial ownership of the business.

J. POLITICAL CONTRIBUTION DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with, Election Law Article, §§14-101—14-108, Annotated Code of Maryland, which requires that every person that enters into contracts, leases, or other agreements with the State of Maryland, including its agencies or a political subdivision of the State, during a calendar year in which the person receives in the aggregate \$100,000 or more shall file with the State Board of Elections a statement disclosing contributions in excess of \$500 made during the reporting period to a candidate for elective office in any primary or general election.

K. DRUG AND ALCOHOL FREE WORKPLACE

I CERTIFY THAT:

- (1) Terms defined in COMAR 21.11.08 shall have the same meanings when used in this certification.
- (2) By submission of its bid or offer, the business, if other than an individual, certifies and agrees that, with respect to its employees to be employed under a contract resulting from this solicitation, the business shall:
  - (a) Maintain a workplace free of drug and alcohol abuse during the term of the contract;
  - (b) Publish a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of drugs, and the abuse of drugs or alcohol is prohibited in the business' workplace and specifying the actions that will be taken against employees for violation of these prohibitions;
  - (c) Prohibit its employees from working under the influence of drugs or alcohol;
  - (d) Not hire or assign to work on the contract anyone whom the business knows, or in the exercise of due diligence should know, currently abuses drugs or alcohol and is not actively engaged in a bona fide drug or alcohol abuse assistance or rehabilitation program;
  - (e) Promptly inform the appropriate law enforcement agency of every drug-related crime that occurs in its workplace if the business has observed the violation or otherwise has reliable information that a violation has occurred;
  - (f) Establish drug and alcohol abuse awareness programs to inform its employees about:
    - (i) The dangers of drug and alcohol abuse in the workplace;
    - (ii) The business' policy of maintaining a drug and alcohol free workplace;
    - (iii) Any available drug and alcohol counseling, rehabilitation, and employee assistance programs; and
    - (iv) The penalties that may be imposed upon employees who abuse drugs and alcohol in the workplace;
  - (g) Provide all employees engaged in the performance of the contract with a copy of the statement required by §J(2)(b), above;
  - (h) Notify its employees in the statement required by §J(2)(b), above, that as a condition of continued employment on the contract, the employee shall:
    - (i) Abide by the terms of the statement; and
    - (ii) Notify the employer of any criminal drug or alcohol abuse conviction for an offense occurring in the workplace not later than 5 days after a conviction;
  - (i) Notify the procurement officer within 10 days after receiving notice under §J(2)(h)(ii), above, or otherwise receiving actual notice of a conviction;
  - (j) Within 30 days after receiving notice under §J(2)(h)(ii), above, or otherwise receiving actual notice of a conviction, impose either of the following sanctions or remedial measures on any employee who is convicted of a drug or alcohol abuse offense occurring in the workplace:

- (i) Take appropriate personnel action against an employee, up to and including termination; or
  - (ii) Require an employee to satisfactorily participate in a bona fide drug or alcohol abuse assistance or rehabilitation program; and
  - (k) Make a good faith effort to maintain a drug and alcohol free workplace through implementation of §§(2)(a)—(j), above.
- (3) If the business is an individual, the individual shall certify and agree as set forth in §(4), below, that the individual shall not engage in the unlawful manufacture, distribution, dispensing, possession, or use of drugs or the abuse of drugs or alcohol in the performance of the contract.
- (4) I acknowledge and agree that:
- (a) The award of the contract is conditional upon compliance with COMAR 21.11.08 and this certification;
  - (b) The violation of the provisions of COMAR 21.11.08 or this certification shall be cause to suspend payments under, or terminate the contract for default under COMAR 21.07.01.11 or 21.07.03.15, as applicable; and
  - (c) The violation of the provisions of COMAR 21.11.08 or this certification in connection with the contract may, in the exercise of the discretion of the Board of Public Works, result in suspension and debarment of the business under COMAR 21.08.03.

L. CERTIFICATION OF CORPORATION REGISTRATION AND TAX PAYMENT

I FURTHER AFFIRM THAT:

- (1) The business named above is a (domestic \_\_\_ ) (foreign \_\_\_ ) corporation registered in accordance with the Corporations and Associations Article, Annotated Code of Maryland, and that it is in good standing and has filed all of its annual reports, together with filing fees, with the Maryland State Department of Assessments and Taxation, and that the name and address of its resident agent filed with the State Department of Assessments and Taxation is (IF NOT APPLICABLE, SO STATE):

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- (2) Except as validly contested, the business has paid, or has arranged for payment of, all taxes due the State of Maryland and has filed all required returns and reports with the Comptroller of the Treasury, the State Department of Assessments and Taxation, and the Department of Labor, Licensing, and Regulation, as applicable, and will have paid all withholding taxes due the State of Maryland prior to final settlement.

M. CONTINGENT FEES

I FURTHER AFFIRM THAT:

The business has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee, bona fide agent, bona fide salesperson, or commercial selling agency working for the business, to solicit or secure the Contract, and that the business has not paid or agreed to pay any person, partnership, corporation, or other entity, other than a bona fide employee, bona fide agent, bona fide salesperson, or commercial selling agency, any fee or any other consideration contingent on the making of the Contract.

N. Repealed.

O. ACKNOWLEDGEMENT

I ACKNOWLEDGE THAT this Affidavit is to be furnished to the Procurement Officer and may be distributed to units of: (1) the State of Maryland; (2) counties or other subdivisions of the State of Maryland; (3) other states; and (4) the federal government. I further acknowledge that this Affidavit is subject to applicable laws of the United States and the State of Maryland, both criminal and civil, and that nothing in this Affidavit or any contract resulting from the submission of this bid or proposal shall be construed to supersede, amend, modify or waive, on behalf of the State of Maryland, or any unit of the State of Maryland having jurisdiction, the exercise of any statutory right or remedy conferred by the Constitution and the laws of Maryland with respect to any misrepresentation made or any violation of the obligations, terms and covenants undertaken by the above business with respect to (1) this Affidavit, (2) the contract, and (3) other Affidavits comprising part of the contract.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Date: \_\_\_\_\_

By: \_\_\_\_\_  
(Authorized Representative and Affiant)



I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

DATE: \_\_\_\_\_ BY: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Typed or Printed Name of Authorized Representative and Affidavit)

**State of Maryland  
Comptroller of Maryland**

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**Vendor Electronic Funds Transfer (EFT) Registration Request Form**

Date of request \_\_\_\_\_

**Business identification information (Address to be used in case of default to check):**

Business/Individual name \_\_\_\_\_

Address line 1 \_\_\_\_\_

Address line 2 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code

**Taxpayer identification number:**

Federal Employer Identification Number:

(or) Social Security Number:

Business contact name, title, e-mail and phone number including area code. (And address if different from above):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Financial institution information:**

Name and address \_\_\_\_\_  
\_\_\_\_\_

Contact name, phone number (include area code), \_\_\_\_\_

ABA number

Account number

Account type  Checking  Money Market  Savings

**Format Desired:** \_\_\_\_\_ CCD+ \_\_\_\_\_ CTX\* \_\_\_\_\_ EDI\* (Check one.)

\*Note – There may be a charge to you by your bank with this format. You must contact your bank to receive this format.

**A VOIDED CHECK from the bank account must be attached or letter from the bank confirming the account number.**

**Transaction requested:**

1. \_\_\_ Initiate all disbursements via EFT to the above account.
2. \_\_\_ Discontinue disbursements via EFT, effective \_\_\_\_\_
3. \_\_\_ Change the bank account to above information – a copy of the approved Registration Form for the previous bank account must be attached.

I am authorized by \* \_\_\_\_\_ (hereinafter Company) to make the representations contained in this paragraph. Company authorizes the Comptroller and the Treasurer of Maryland to register it for electronic funds transfer (EFT) using the information contained in this registration form. Company agrees to receive all funds from the State of Maryland by electronic funds transfer according to the terms of the EFT program. Company agrees to return to the State of Maryland any EFT payment incorrectly disbursed by the State of Maryland to the Company’s account. Company agrees to hold harmless the State of Maryland and its agencies and departments for any delays or errors caused by inaccurate or outdated registration information or by the financial institution listed above.

\*Name of registering business entity

\_\_\_\_\_  
Signature of individual, company treasurer, controller, or chief financial officer and date

**Completed by GAD/STO**

Date Received \_\_\_\_\_

GAD registration information verified \_\_\_\_\_ Date to STO \_\_\_\_\_

STO registration information verified \_\_\_\_\_ Date to GAD \_\_\_\_\_

R\*STARS Vendor No. and Mail Code Assigned:

\_\_\_\_\_

\_\_\_\_\_  
State Treasurer’s Office approval date

\_\_\_\_\_  
General Accounting Division approval date

**To Requestor:**

Please retain a copy of this form for your records. Please allow approximately 30 days from the date of your request for the Comptroller’s and Treasurer’s Offices to process your request. Failure to maintain current information with this office could result in errors in payment processing. If you have any questions, please call the EFT registration desk at 410-260-7375.

**Please submit form to:** EFT Registration, General Accounting Division  
Room 205, P.O. Box 746  
Annapolis, Maryland 21404-0746

(or) Fax: 410-974-2309

Instructions: Electronic Funds Transfer instructions are located: <http://compnet.comp.state.md.us/gad>. Questions may be requested by email, [gad@comp.state.md.us](mailto:gad@comp.state.md.us). Or call 1-888-784-0144.

## LIVING WAGE REQUIREMENTS FOR SERVICE CONTRACTS

- A. This contract is subject to the Living Wage requirements under Title 18, State Finance and Procurement Article, Annotated Code of Maryland and the regulations proposed by the Commissioner of Labor and Industry. The Living Wage generally applies to a Contractor or Subcontractor who performs work on a State contract for services that is valued at \$100,000 or more. An employee is subject to the Living Wage if he/she is at least 18 years old or will turn 18 during the duration of the contract; works at least 13 consecutive weeks on the State Contract and spends at least one-half of the employee's time during any work week on the State Contract.
- B. The Living Wage Law does not apply to:
- (1) A Contractor who:
    - (A) has a State contract for services valued at less than \$100,000, or
    - (B) employs 10 or fewer employees and has a State contract for services valued at less than \$500,000.
  - (2) A Subcontractor who:
    - (A) performs work on a State contract for services valued at less than \$100,000,
    - (B) employs 10 or fewer employees and performs work on a State contract for services valued at less than \$500,000, or
    - (C) performs work for a Contractor not covered by the Living Wage Law as defined in B(1)(B) above, or B(3) or C below.
  - (3) Service contracts for the following:
    - (A) services with a Public Service Company;
    - (B) services with a nonprofit organization;
    - (C) services with an officer or other entity that is in the Executive Branch of the State government and is authorized by law to enter into a procurement ("Unit"); or
    - (D) services between a Unit and a County or Baltimore City.
- C. If the Unit responsible for the State contract for services determines that application of the Living Wage would conflict with any applicable Federal program, the Living Wage does not apply to the contract or program.
- D. A Contractor must not split or subdivide a State contract for services, pay an employee through a third party, or treat an employee as an independent Contractor or assign work to employees to avoid the imposition of any of the requirements of Title 18, State Finance and Procurement, Annotated Code of Maryland.
- E. Each Contractor/Subcontractor, subject to the Living Wage Law, shall post in a prominent and easily accessible place at the work site(s) of covered employees a notice of the Living Wage Rates, employee rights under the law, and the name, address, and telephone number of the Commissioner.
- F. The Commissioner of Labor and Industry shall adjust the wage rates by the annual average increase or decrease, if any, in the Consumer Price Index for all urban consumers for the Washington/Baltimore metropolitan area, or any successor index, for the previous calendar year, not later than 90 days after the start of each fiscal year. The Commissioner shall publish any adjustments to the wage rates on the Division of Labor and Industry's Website. An employer subject to the Living Wage Law must comply with the rate requirements during the initial term of the contract and

all subsequent renewal periods, including any increases in the wage rate, required by the Commissioner, automatically upon the effective date of the revised wage rate.

- G. A Contractor/Subcontractor who reduces the wages paid to an employee based on the employer's share of the health insurance premium, as provided in §18-103(c), State Finance and Procurement Article, Annotated Code of Maryland, shall not lower an employee's wage rate below the minimum wage as set in §3-413, Labor and Employment Article, Annotated Code of Maryland. A Contractor/Subcontractor who reduces the wages paid to an employee based on the employer's share of health insurance premium shall comply with any record reporting requirements established by the Commissioner of Labor and Industry.
- H. A Contractor/Subcontractor may reduce the wage rates paid under §18-103(a), State Finance and Procurement, Annotated Code of Maryland, by no more than 50 cents of the hourly cost of the employer's contribution to an employee's deferred compensation plan. A Contractor/Subcontractor who reduces the wages paid to an employee based on the employer's contribution to an employee's deferred compensation plan shall not lower the employee's wage rate below the minimum wage as set in §3-413, Labor and Employment Article, Annotated Code of Maryland.
- I. Under Title 18, State and Finance Procurement Article, Annotated Code of Maryland, if the Commissioner determines that the Contractor/Subcontractor violated a provision of this title or regulations of the Commissioner, the Contractor/Subcontractor shall pay restitution to each affected employee, and the State may assess liquidated damages of \$20 per day for each employee paid less than the Living Wage.
- J. Information pertaining to reporting obligations may be found by going to the DLLR Website <http://www.dllr.state.md.us/> and clicking on Living Wage.

<b>LIVING WAGE AFFIDAVIT OF AGREEMENT</b>
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## Maryland Living Wage Requirements-Service Contracts

Re: Solicitation No. SBE-2010-02

Offer/Bid submitted by (name of firm) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

The Undersigned, being an authorized representative of the above stated Bidder/Offeror, hereby affirms our commitment to comply with Title 18, State Finance and Procurement Article, Annotated Code of Maryland and to submit all payroll reports to the Commissioner of Labor and Industry with regard to the above stated contract.

The Bidder/Offeror agrees to pay employees who are subject to living wage at least the living wage rate in effect at the time service is provided for hours spent on State contract activities, and to ensure that its Subcontractors who are not exempt also pay the required living wage rate to their employees who are subject to the living wage for hours spent on a State contract for services. The Bidder/Offeror agrees to comply with, and ensure its Subcontractors comply with, the rate requirements during the initial term of the contract and all subsequent renewal periods, including any increases in the wage rate established by the Commissioner of Labor and Industry, automatically upon the effective date of the revised wage rate.

(If applicable) The Bidder/Offeror provides the following reasons why the affirmations above cannot be given and affirms that it is exempt from Maryland's Living Wage Law for the following reasons: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Representative\_\_\_\_\_  
Date\_\_\_\_\_  
Title\_\_\_\_\_  
Telephone #\_\_\_\_\_  
Witness Signature\_\_\_\_\_  
Witness Name (Typed or Printed)\_\_\_\_\_  
Date

## NON-DISCLOSURE AGREEMENT

This Non- Disclosure Agreement (the “Agreement”) is made this \_\_\_ day of \_\_\_\_\_ 2009, by and between \_\_\_\_\_ (hereinafter referred to as “the CONTRACTOR”) and the State of Maryland (hereinafter referred to as “the State”).

WHEREAS, the CONTRACTOR has been awarded a contract for a Statewide Optical Scan Voting System dated \_\_\_\_\_, 2009 (the “Contract”); and

WHEREAS, in order for the CONTRACTOR to perform its obligations under the Contract, it will be necessary for the State to provide the CONTRACTOR and the CONTRACTOR’s employees and agents (collectively the “CONTRACTOR’s PERSONNEL”) with access to certain confidential information including, but not limited, to Maryland State elections-related information.

NOW, THEREFORE, in consideration of being given access to the Confidential Information in connection with the Contract, and for other good and valuable consideration, CONTRACTOR agrees as follows:

1. Confidential Information means any and all information provided by or made available by the State to the CONTRACTOR in connection with the Contract, regardless of the form, format, or media on or in which the Confidential Information is provided and regardless of whether any such Confidential Information is marked as such. Confidential Information includes, by way of example only, information that the CONTRACTOR views, takes notes from, copies (if the State agrees in writing to permit copying), possesses or is otherwise provided access to and use of by the State in relation to the Contract.
2. CONTRACTOR shall not, without the State’s prior written consent, copy, disclose, publish, release, transfer, disseminate, use, or allow access for any purpose or in any form, any Confidential Information provided by the State except for the sole and exclusive purpose of performing under the Contract.
3. CONTRACTOR shall limit access to the Confidential Information to the CONTRACTOR’s PERSONNEL who have a demonstrable need to know such Confidential Information in order to perform under the Contract and who have agreed in writing to be bound by the disclosure and use limitations pertaining to the Confidential Information. Each employee or agent of the CONTRACTOR who receives or has access to the Confidential Information shall execute a copy of this Agreement and the CONTRACTOR shall provide originals of such executed Agreements to the State. Each employee or agent of the CONTRACTOR who signs this Agreement shall be subject to the same terms, conditions, requirements and liabilities set forth herein that are applicable to the CONTRACTOR. CONTRACTOR shall update Exhibit A by adding additional names as needed, from time to time.
4. CONTRACTOR shall, at its own expense, return the Confidential Information to the State upon request of the State or within five business days of the Contract termination. If the Confidential Information was provided by e-mailed file, the CONTRACTOR shall send an e-mail to the Contract Manager certifying deletion of the e-mail and all copies of the file as well as the destruction of any paper copies or electronic media copies within the five business days referenced above.

5. CONTRACTOR hereby agrees to hold the Confidential Information in trust and in strictest confidence, to adopt or establish operating procedures and physical security measures, and to take all other measures necessary to protect the Confidential Information from inadvertent release or disclosure to unauthorized third parties and to prevent all or any portion of the Confidential Information from falling into the public domain or into the possession of persons not bound to maintain the confidentiality of the Confidential Information.
6. CONTRACTOR shall promptly advise the State in writing if it learns of any unauthorized use, misappropriation, or disclosure of the Confidential Information by any of the CONTRACTOR's PERSONNEL or the CONTRACTOR's former PERSONNEL. CONTRACTOR shall, at its own expense, cooperate with the State in seeking injunctive or other equitable relief against any such person(s).
7. CONTRACTOR acknowledges that the disclosure of the Confidential Information may cause irreparable harm to the State, that monetary damages may be inadequate to compensate the State for such breach, and agrees that the State may obtain an injunction to prevent the disclosure, copying, or other impermissible use of the Confidential Information. The State's rights and remedies hereunder are cumulative and the State expressly reserves any and all rights, remedies, claims and actions that it may have now or in the future to protect the Confidential Information and/or to seek damages for the failure by the CONTRACTOR or the CONTRACTOR's PERSONNEL to comply with the requirements of this Agreement. The CONTRACTOR consents to personal jurisdiction in the Maryland State Courts.
8. In the event the State suffers any losses, damages, liabilities, expenses, or costs (including, by way of example only, attorneys' fees and disbursements) that are attributable, in whole or in part to any failure by the CONTRACTOR or any of CONTRACTOR's PERSONNEL to comply with the requirements of this Agreement, CONTRACTOR and such CONTRACTOR'S PERSONNEL shall hold harmless and indemnify the State from and against any such losses, damages, liabilities, expenses, and/or costs.
9. A breach of this Agreement by the CONTRACTOR or by any of the CONTRACTOR's PERSONNEL shall constitute a breach of the Contract between the CONTRACTOR and the State.
10. CONTRACTOR acknowledges that pursuant to Section 11-205.1 of the State Finance and Procurement Article of the Annotated Code of Maryland, a person may not willfully make a false or fraudulent statement or representation of a material fact in connection with a procurement contract. Persons making such statements are guilty of a felony and on conviction subject to a fine of not more than \$20,000 and/or imprisonment not exceeding 5 years or both. CONTRACTOR further acknowledges that this Agreement is a statement made in connection with a procurement contract.
11. The individual signing below warrants and represents that they are fully authorized to bind the CONTRACTOR to the terms and conditions specified in this Agreement. If signed below by an individual employee or agent of the CONTRACTOR under Section 2 of this Agreement, such individual acknowledges that a failure to comply with the requirements specified in this Agreement may result in personal liability.
12. The parties further agree that:
  - a. This Agreement shall be governed by the laws of the State of Maryland;
  - b. The State makes no representations or warranties as to the accuracy or completeness of any Confidential Information;

- c. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement;
- d. Signatures exchanged by facsimile are effective for all purposes hereunder to the same extent as original signatures; and
- e. The Recitals are not merely prefatory but are an integral part hereof.

CONTRACTOR: \_\_\_\_\_ BY: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**CONTRACTOR'S EMPLOYEES AND AGENTS WHO WILL BE GIVEN ACCESS TO  
THE CONFIDENTIAL INFORMATION**

**PRINTED NAME OF EMPLOYEE:** \_\_\_\_\_

**ADDRESS OF EMPLOYEE:** \_\_\_\_\_

**EMPLOYEE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINTED NAME OF EMPLOYEE:** \_\_\_\_\_

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8. In the event the State suffers any losses, damages, liabilities, expenses, or costs (including, by way of example only, attorneys' fees and disbursements) that are attributable, in whole or in part to any failure by the CONTRACTOR or any of CONTRACTOR's PERSONNEL to comply with the requirements of this Agreement, CONTRACTOR and such CONTRACTOR'S PERSONNEL shall hold harmless and indemnify the State from and against any such losses, damages, liabilities, expenses, and/or costs.
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CONTRACTOR: \_\_\_\_\_ BY: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

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**EMPLOYEE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

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**ADDRESS OF EMPLOYEE:** \_\_\_\_\_

**EMPLOYEE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## MERCURY AFFIDAVIT

### AUTHORIZED REPRESENTATIVE THEREBY AFFIRM THAT:

I am the \_\_\_\_\_ (Title) and the duly authorized representative of \_\_\_\_\_ (Business). I possess the legal authority to make this affidavit on behalf of myself and the business for which I am acting.

### MERCURY CONTENT INFORMATION:

The product(s) offered do not contain mercury.

OR

The product(s) offered do contain mercury.

(1) Describe the product or product component that contains mercury.

(2) Provide the amount of mercury that is contained in the product or product component. Indicate the unit of measure being used.

**I ACKNOWLEDGE THAT** this affidavit is to be furnished to the procurement officer and may be distributed to units of (1) the State of Maryland; (2) counties or other subdivisions of the State of Maryland; (3) other states; and (4) the federal government. I further acknowledge that this Affidavit is subject to applicable laws of the United States and the State of Maryland, both criminal and civil, and that nothing in this affidavit or any contract resulting from the submission of this bid or proposal shall be construed to supersede, amend, modify, or waive, on behalf of the State of Maryland, or any unit of the State of Maryland having jurisdiction, the exercise of any statutory right or remedy conferred by the Constitution and the laws of Maryland with respect to any misrepresentation made or any violation of the obligations, terms and covenants undertaken by the above business with respect to (1) this affidavit, (2) the contract, and (3) other affidavits comprising part of the contract.

**I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.**

\_\_\_\_\_ By \_\_\_\_\_  
Date Signature

Print Name: \_\_\_\_\_  
Authorized Representative and Affiant

**BID BOND**

BOND NO. \_\_\_\_\_

BID REQUEST NO. **SBE-2010-02**

KNOW ALL MEN BY THESE PRESENTS, That we, \_\_\_\_\_ hereinafter called the Principal, as Principal, and of \_\_\_\_\_ a Corporation duly organized and existing under the laws of the State of \_\_\_\_\_ and authorized to do business in the State of Maryland, hereinafter called the Surety, as Surety, are held and firmly bound unto, the State of Maryland, hereinafter called the Obligee, in the sum of Two Hundred and Fifty Thousand Dollars (\$250,000.00), good and lawful money of the United States of America, to be paid upon demand of the Obligee, for payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH THAT,

Whereas, the Principal has submitted to the Obligee a Bid for furnishing all labor, materials, equipment and incidentals thereto necessary for work generally described as

\_\_\_\_\_

This Bid Bond shall be governed by and construed in accordance with the laws of the State of Maryland and any reference herein to Principal or Surety in the singular shall include all entities in the plural who or which are signatories under the Principal or Surety heading below.

NOW, THEREFORE, If the Obligee shall accept the Bid of the Principal and the Principal shall enter into a written agreement with the Obligee in accordance with the terms, conditions and price(s) set forth therein, and furnish such insurance and give such bond or bonds as may be specified in the Bidding or Contract Documents with good and sufficient surety for the faithful performance of such Agreement and for the prompt payment of labor and materials furnished in the prosecution thereof, then this obligation shall become null and void; otherwise, it shall remain in full force and effect; and the Surety shall, upon failure of the Principal to comply with any or all of the foregoing requirements immediately pay to the Obligee, upon demand, the amount hereof in good and lawful money of the United States of America, not as a penalty, but as liquidated damages.

IN TESTIMONY WHEREOF, the Principal and Surety have caused these presents to be duly signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Principal

By \_\_\_\_\_ (Seal)

Official Title

\_\_\_\_\_  
Surety

By \_\_\_\_\_  
Attorney-in-Fact

By \_\_\_\_\_  
Maryland Agent

(Accompany this bond with Attorney-in-Fact's authority from Surety Company certified to include the date of the bond)

**PERFORMANCE BOND**

Principal	Business Address of Principal
<hr/>	
Surety	Obligee
a corporation of the State of ..... and authorized to do business in the State of Maryland	STATE OF MARYLAND By and through the following Administration.....
<hr/>	
Penal Sum of Bond (express in words and figures)	Date of Contract
<hr/>	.....20.....
Description of Contract	
<hr/>	
Date Bond Executed	.....20.....
Contract Number:	

KNOW ALL MEN BY THESE PRESENTS, That we, the Principal named above and Surety named above, are held and firmly bound unto the Obligee named above in the Penal Sum of this Performance Bond stated above, for the payment of which Penal Sum we bind ourselves, our heirs, executors, administrators, personal representatives, successors, and assigns, jointly and severally, firmly by these presents. However, where Surety is composed of corporations acting as co-sureties, we, the co-sureties, bind ourselves, our successors and assigns, in such Penal Sum jointly and severally as well as severally only for the purpose of allowing a joint action or actions against any or all of us, and for all other purposes each co-surety binds itself, jointly and severally with the Principal, for the payment of such sum as appears above its name below, but if no limit of liability is indicated, the limit of such liability shall be the full amount of the Penal Sum.

WHEREAS, Principal has entered into or will enter into a contract with the State of Maryland, by and through the Administration named above acting for the State of Maryland, which contract is described and dated as shown above, and incorporated herein by reference. The contract and all items incorporated into the contract, together with any and all changes, extensions of time, alterations, modifications, or additions to the contract or to the work to be performed thereunder or to the Plans, Specifications, and Special Provisions, or any of them or to any other items incorporated into the contract shall hereinafter be referred to as "the Contract."

WHEREAS, it is one of the conditions precedent to the final award of the Contract that these presents be executed.

NOW, THEREFORE, during the original term of said Contract, during any extension thereto that may be granted by the Administration, and during the guarantee and warranty period, if any, required under the Contract; unless otherwise stated therein, this Performance Bond shall remain in full force and effect unless and until the following terms and conditions are met:

1. Principal shall well and truly perform the Contract; and
2. Principal and Surety shall comply with the terms and conditions contained in this Performance Bond.

Whenever Principal shall be declared by the Administration to be in default under the Contract, the Surety may, within 15 days after notice of default from the Administration, notify the Administration of its election to either promptly proceed to remedy the default or promptly proceed to complete the contract in accordance with and subject to its terms and conditions. In the event the Surety does not elect to exercise either of the above stated options, then the Administration thereupon shall have the remaining contract work completed, Surety to remain liable hereunder for all expenses of completion up to but not exceeding the penal sum stated above.

The Surety hereby stipulates and agrees that no charge, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder or the Specifications accompanying the same shall in any way affect its obligations on this Performance Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the work or to the Specifications.

This Performance Bond shall be governed by and construed in accordance with the laws of the State of Maryland and any reference herein to Principal or Surety in the singular shall include all entities in the plural who or which are signatories under the Principal or Surety heading below.

IN WITNESS WHEREOF, Principal and Surety have set their hands and seals to this Performance Bond. If any individual is a signatory under the Principal heading below, then each such individual has signed below on his or her own behalf, has set forth below the name of the firm, if any, in whose name he or she is doing business, and has set forth below his or her title as a sole proprietor. If any

partnership or joint venture is a signatory under the Principal heading below, then all members of each such partnership or joint venture have signed below, each member has set forth below the name of the partnership or joint venture, and each member has set forth below his or her title as a general partner, limited partner, or member of joint venture, whichever is applicable. If any corporation is a signatory under the Principal or Surety heading below, then each such corporation has caused the following: the corporation's name to be set forth below, a duly authorized representative of the corporation to affix below the corporation's seal and to attach hereto a notarized corporate resolution or power of attorney authorizing such action, and each such duly authorized representative to sign below and to set forth below his or her title as a representative of the corporation. If any individual acts as a witness to any signature below, then each such individual has signed below and has set forth below his or her title as a witness. All of the above has been done as of the Date of Bond shown above.

In Presence of: Individual Principal  
Witness.....as to .....(SEAL)

In Presence of: Co-Partnership Principal  
.....(SEAL)  
(Name of Co-Partnership)  
.....as to By:.....(SEAL)  
.....as to .....(SEAL)  
.....as to .....(SEAL)

Corporate Principal  
.....  
.. (Name of Corporation)  
Attest: AFFIX  
.....as to  
By:.....CORPORATE  
Corporate Secretary President SEAL  
.....  
(Surety)

Attest: .....(SEAL) AFFIX  
By:.....CORPORATE SEAL  
Signature Title: .....

Bonding Agent's Name:.....  
Agent's Address.....  
(Business Address of Surety)

Approved as to legal form and sufficiency  
this ..... day of ..... 20.....  
.....  
Asst. Attorney General

## PERFORMANCE GUARANTEES

Crucial to the State's success in administering elections is the performance of its voting system vendor to perform services as required under this solicitation in a timely, accurate, and efficient manner. As such, the following areas will be evaluated on a 6-month basis. A scorecard methodology will be used to perform the evaluation. The resulting score will be used to make any adjustments required to the retainage amount withheld from the Contractor for failures in service. The design and scoring of the evaluation areas as well as the scale for withholding of retainage funds will be mutually agreed upon between SBE and the contractor within 30 days of the notice to proceed. The following are known areas of services and deliveries that will be evaluated and scored as part of the performance management section of this contact. These areas may be modified or removed as well as additional areas added to the 6-month evaluation as agreed upon by SBE and the Contractor.

1. Quality of Documents
  - 1.1. Documents meet SBE Style Guide specifications
    - 1.1.1. The Contractor will be provided current versions as they become available of the SBE style guide that outlines the accepted vernacular approved by SBE.
    - 1.1.2. Style guide will include accepted abbreviations and acronyms as approved by SBE
    - 1.1.3. Style guide will include accepted format for SBE documentation
    - 1.1.4. All documentation submitted by the vendor shall follow the specification set forth in the SBE Style Guide unless tailoring is approved by SBE
  - 1.2. Language, grammar, and spelling
    - 1.2.1. All documentation submitted by the vendor shall minimal to no language, grammar, and spelling errors
  - 1.3. Accuracy
    - 1.3.1. All documentation submitted by the vendor shall have accurate and complete in its content
2. Scheduled Deliverables
  - 2.1. Status Report
    - 2.1.1. Status reports shall be submitted by Monday 11:00am local time for each of the key personnel identified in section 3.10.4 of the solicitation
    - 2.1.2. Status reports shall be a complete accounting of time and duties performed by personnel during the given time period
    - 2.1.3. Exact format of the status reports will be mutual agreed upon between the SBE Project Manager and the Contractor after the notice to proceed is issued
  - 2.2. Invoices
    - 2.2.1. Invoices shall be submitted on a monthly basis and shall include line items for all regular scheduled activities
    - 2.2.2. Invoices shall be submitted within 30 days of service rendered for all non-scheduled services, or additional equipment and supplies purchased
    - 2.2.3. Invoices shall be itemized to correspond with line items of the pricing proposal submitted in response to this solicitations
  - 2.3. Dashboards
    - 2.3.1. The contractor shall completed dashboards for election activities, repairs, and other areas as identified by the SBE Project Manager
    - 2.3.2. Dashboards shall be submitted by Monday 11:00am local time on a weekly basis

- 2.3.3. Exact format and content of the dashboards will be mutual agreed upon between the SBE Project Manager and the Contractor after the notice to proceed is issued
3. Voting System Equipment Repairs, Modifications, and Upgrades
  - 3.1. 30 Day repair timeframe
    - 3.1.1. All repairs for voting equipment must be completed within 30 days
    - 3.1.2. The 30 day repair period begins on the day the malfunctioning equipment is shipped and ends the day the equipment is returned to state custody
    - 3.1.3. A one (1) point deduction will occur for each day each unit is being repaired over 30 days.
  - 3.2. Modifications and Upgrades
    - 3.2.1. All modifications required to maintain equipment
4. Project Management
  - 4.1. Attendance at weekly status meetings with minimal cancellations due to scheduling conflicts
  - 4.2. SBE Project Manager Satisfaction Survey
    - 4.2.1. Survey regarding performance of the Contractor Project Management Office completed by the SBE Project Manager. Surveys will be created jointly between SBE and the Contractor.
  - 4.3. Adherence to the Project Schedule submitted as part of the Project Plan. All deviations from the project schedule will require pre-approval from the SBE Project Manager. Failure to obtain pre-approval will result in a reduction in scorecard total

Scorecard Example

Performance Evaluation Scorecard

AREAS OF EVALUATION							SCORE	
<b>QUALITY OF DOCUMENTATION</b>								
	Meets SBE Style Guide specifications	0 - Did not follow guide	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
	Grammar	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
	Spelling	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
	Accuracy of information	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
	Delivery Time	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time		
<b>SCHEDULED DELIVERABLES</b>								
Status Report	Delivered on time	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time		
	Individual status report received for all key personnel	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time		
	Complete	0 - Incomplete	1 - Missing significant information	2 - Missing details and information	3 - Missing minor details	4 - Complete		
	Information accurate	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
	All time accounted for	0 - No				4 - Yes		
	Invoices	Monthly invoice delivered on time	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time	
		Special Service invoice delivered on time	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time	
		Complete	0 - Incomplete	1 - Missing significant information	2 - Missing details and information	3 - Missing minor details	4 - Complete	
		Invoices are itemized to match cost proposal	0 - No				4 - Yes	
		Information accurate	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors	
	Dashboards	Delivered on time	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time	
		Complete	0 - Incomplete	1 - Missing significant information	2 - Missing details and information	3 - Missing minor details	4 - Complete	
		Information accurate	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors	
	<b>TRAINING</b>							
		Quality Survey score (Average Score)						
	LBE Satisfaction Survey score (Average Score)							
	training Content Evaluation	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
<b>VOTER OUTREACH</b>								
	Voter Satisfaction Survey Score (Average Score)							
	Host Satisfaction Survey Score (Average Score)							
	Audit Report Score (Actual Score)							
<b>EQUIPMENT REPAIRS</b>								
	No. of Units in repair over 30 days							
	Total number of days							
	Total Repair Deductions							
	Upgrades are completed within 30 days of upgrade availability	0 - No				4 - Yes		
<b>Project Mangement</b>								
	Attendance at Weekly Status Meeting	0 - Never Attend	1 - Multiple Cancelations w/o cause	2 - Multiple Cancelations w/ cause	3 - Minimal Cancelations w/ cause	4 - No Cancelations		
	SBE Project manager Survey (Average Score)							
	Attendance at Weekly Status Meeting	0 - Major Variance w/ no Approval	1 - Major Variance w/ Some Approval	2 - Major Variance w/ Approval	3 - Minor Variance w/ Approval	0 - No Variance		
<b>TOTAL</b>								
<b>Total Assessment Score</b>							<b>0%</b>	

## Election Law Article

### § 9-205. Content.

Each ballot shall contain:

- (1) a heading as provided in § 9-206(a) of this subtitle;
- (2) a statement of each question that has met all of the qualifications to appear on the ballot;
- (3) the title of each office to be voted on;
- (4) the name, as specified in the certificate of candidacy, or as otherwise provided in Title 5 of this article, of each candidate who has been certified by the State Board;
- (5) a party designation for certain candidates as provided in this subtitle;
- (6) a means by which a voter may cast write-in votes, as provided in this subtitle; and
- (7) instructions to voters as provided in this subtitle.

[An. Code 1957, art. 33, § 9-205; 2002, ch. 291, §§ 2, 4.]

### § 9-206. Arrangement - Format.

- (a) **Heading.**- Except as provided in paragraph (2) of this subsection, a heading shall be printed at the top of the ballot and shall contain, in the following order:
  - (1) the words "Official Ballot";
  - (2) the type of election, i.e., regular or special, primary or general, and any other information required to identify the election being held;
  - (3) the date of the election;
  - (4) the words "State of Maryland" and the name of the county;
  - (5) in a primary election, the name of the political party or the words "nonpartisan ballot", as applicable, for which the ballot or a portion of the ballot is to be used; and
  - (6) if more than one ballot style will be used in the county in the election, the ballot style indicator.
- (b) **Exception.**- The provisions of subsection (a) of this section do not apply to a voting machine ballot if the State Board determines there is insufficient space.

[An. Code 1957, art. 33, § 9-206; 2002, ch. 291, §§ 2, 4.]

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 01 Definitions; General Provisions**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Definitions.**

A. In this subtitle, the following terms have the meanings indicated.

B. Terms Defined.

(1) "Federal Standards" means the Federal Voting Systems Standards established by the Federal Election Commission.

(2) "Independent test agency (ITA)" means a testing facility certified by the Voting System Board of the National Association of State Election Directors to do qualification testing.

(3) "Qualification testing" means testing to determine a system's compliance with the Federal Voting Systems Standards.

(4) Voting System.

(a) "Voting system" means all or any component of any system for casting and tabulating ballots or votes.

(b) "Voting system" includes any model or version of:

(i) A voting system;

(ii) A voting machine, voting device, tabulating equipment, vote-counting program, or other equipment, hardware, firmware, or software used by or with a voting system;

(iii) Election management software or hardware used by or with a voting system; and

(iv) Any other component of a voting system.

**.02 Scope.**

This subtitle applies to all voting systems, whether developed by a third party or developed in-house by a local board.

**.03 Overview of Required Process.**

A local board may not use a voting system, in whole or part, unless:

A. The State Board is satisfied that the local board:

(1) Has or will acquire the necessary expertise in computer technology to use this particular voting system in performing the functions required by Election Law Article, Annotated Code of Maryland, and this subtitle; and

(2) Will not need to rely primarily on vendors to perform those functions;

B. That model or version of the voting system, including all parts and components, has successfully completed:

(1) Qualification testing by an independent test agency, as required by Election Law Article, §9-102(c)(2), Annotated Code of Maryland;

(2) Certification evaluation and testing by the State Board, as specified in COMAR 33.09.03 and 33.09.04; and

(3) Acceptance testing by the local board, as specified in COMAR 33.09.05;

C. The State Board has adopted regulations for the use of that model or version, as specified in COMAR 33.09.04;

D. The local board has adopted an implementation plan approved by the State Board, as specified in COMAR 33.09.06; and

E. All other requirements of Election Law Article, Annotated Code of Maryland, and this subtitle have been met.

**.04 Standards and Considerations.**

A. Standards: The State Board may not certify a voting system unless it meets the standards imposed by Election Law Article, §9-102(c), Annotated Code of Maryland.

B. Factors To Be Considered. In determining whether a voting system meets the required standards, the State Board shall consider the factors set forth in Election Law Article, §9-102(d), Annotated Code of Maryland.

**.05 Specialists; Evaluation Agent.**

## A. Employment of Specialists.

(1) The State Administrator may contract with one or more specialists to assist the State Board in evaluating a voting system for which certification is sought under this subtitle.

(2) The specialists may include:

- (a) An election director;
- (b) A lawyer;
- (c) An accountant;
- (d) A specialist in mechanical or electromechanical systems; and
- (e) A specialist in automatic data processing resources.

(3) The compensation and expenses of all specialists employed to evaluate a voting system shall be paid by the person applying for that system's certification.

## B. Evaluation Agent.

(1) On receipt of an application for certification of a voting system, the State Administrator shall designate an evaluation agent to coordinate the evaluation process.

(2) The individual so designated shall be:

- (a) One of the specialists employed under §A of this regulation;
- or
- (b) A member of the State Administrator's staff.

**.06 Conflicts of Interest.**

A member of the State Board, specialist employed by the Board, evaluation agent, or any other public officer or employee who participates in the examination, certification, or purchase of any voting system may not have any financial interest in any vendor or manufacturer of the system or in any of their suppliers.

**.07 Emergency Waiver of Regulations.**

## A. Scope. This regulation applies if:

(1) An emergency arises, such as the destruction of a voting system by fire, flood, or otherwise; and

(2) Insufficient time remains before the next election to certify a substitute system in full compliance with this subtitle.

B. Temporary Waiver Authorized. On application of the local board, the State Board may waive one or more of the requirements of this subtitle as required to facilitate the local board's use of a substitute voting system for the ensuing election, subject to such special procedures or requirements the State Board sets to assure that the substitute system will be reliable and accurate.

C. Limitations.

(1) A waiver granted under this regulation may not:

(a) Waive any requirement expressly set by statute; or

(b) Apply to the use of a substitute system beyond the general election that immediately follows the emergency.

(2) A substitute system used under this regulation may not again be used by the local board unless that system has been fully certified in accordance with all procedures and requirements of this subtitle.

### **Administrative History**

Effective date:

Regulations .01—.07 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R.636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 02 Minimum System Requirements**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 In General.**

The requirements of this chapter represent a minimum level of the system capabilities needed to assure reliable and accurate elections.

**.02 Voting Options.**

A. In General. The voting system shall permit each voter to vote in any election:

- (1) For all individuals and offices for which the voter is entitled to vote;
- (2) For as many individuals for an office as the voter is entitled to vote for; and
- (3) For or against any question on which the voter is entitled to vote.

B. Presidential and Gubernatorial Candidates. The voting system shall permit a voter in a:

- (1) Presidential general election, to vote by one operation for electors for a pair of candidates for president and vice-president of the United States; and
- (2) Gubernatorial election, to vote by one operation for a pair of candidates for governor and lieutenant-governor of Maryland.

C. Write-In Option (General Elections). The voting system shall:

- (1) Provide a method for write-in voting in general elections; and
- (2) Report the number of votes cast in each contest in write-in voting positions.

D. Adjustment for Primaries. In a primary election, the voting system shall be capable of adjustment so that a voter is:

- (1) Able to vote for candidates seeking nomination by:
  - (a) The party with which the voter is affiliated, or

(b) A party that otherwise authorizes that voter's participation; and

(2) Precluded from voting for candidates seeking nomination by any other party.

**.03 Secrecy.**

The voting system shall ensure voting in secrecy.

**.04 Counters.**

Each voting machine shall be equipped with a:

A. Public counter that, during any period of voting, will show the total number of voters who have operated the machine during that period of voting; and

B. Protective counter that will show the total number of voters who have operated the machine since it was first put in service.

**.05 Registering and Recording Votes.**

A. In General. The voting system shall correctly register and record votes that have been properly voted.

B. Over-Voting or Improper Voting. The voting system may not count the votes in a contest that has been over-voted or otherwise improperly voted.

C. Misplaced Votes. In vote counting, the voting system shall ignore any mark that is not in a voting position:

- (1) For a candidate whose name is on the ballot;
- (2) Designated for write-in voting; or
- (3) For a question printed on the ballot.

**.06 Ballot Totaling and Reporting.**

A. What To Be Reported. The voting system shall total and report:

- (1) The number of ballots voted in an election;
- (2) The number of votes cast for a candidate;
- (3) The number of votes cast for or against a question;
- (4) The number of undervotes in a contest; and
- (5) In a primary election:
  - (a) The number of ballots voted in each party's primary, and
  - (b) The number of ballots voted in any nonpartisan ballot election.

B. How To Be Reported. For each of these items, the voting system shall report by:

- (1) Precinct; and
- (2) Groups of precincts (such as districts, wards, and county-wide).

**.07 Audit Trail Required.**

The voting system shall be capable of providing an audit trail of all ballots cast so that, in a recount, the election can be reconstructed, starting with the individual votes of all eligible voters.

**Administrative History**

Effective date:

Regulations .01—.07 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 03 State Board Certification—Preliminary Submis-  
sions**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Prerequisites to Application.**

The State Board's evaluation and certification procedures are limited to voting systems that:

- A. Are beyond the prototype stage and available for immediate installation and use; and
- B. Have successfully completed qualification testing, as required by Election Law Article, §9-102(c)(2), Annotated Code of Maryland.

**.02 Applications.**

A. In General. The vendor of a voting system may apply to the State Board for evaluation and certification of the system for use in the State.

B. Identification of System, etc.

(1) The application shall specify clearly the specific equipment, hardware, firmware, and software for which certification is sought.

(2) Each model or version of a voting system requires a separate application.

C. Overview of System. The application shall provide a brief overview description of the voting system. Marketing brochures may be used for this purpose.

D. Use in Other Jurisdictions. The application shall include a list of all jurisdictions where:

(1) The exact system for which certification is being sought or a model or version of the system is in use, together with:

(a) The price that was charged to the jurisdiction for the system, and

(b) A breakdown of the per unit price and the price of any components;

(2) The exact system for which certification is being sought or a model or version of the system has been but is no longer in use; and

(3) A request has been made for approval of the exact system for which certification is being sought or a model or version of the system, together with a statement of whether the request was granted, was denied, was withdrawn, or is pending.

E. Qualification Certificate. The application shall be accompanied by a:

(1) Copy of the qualification certificate issued for the voting system; and

(2) Signed authorization directing the independent test agency that performed the qualification testing to:

(a) Submit the results of its testing directly to the evaluation agent; and

(b) Allow the evaluation agent or his or her designee full access to all test records and data.

F. Certification Testing Transfer. If the voting system has successfully completed certification testing by or for another state, the application shall be accompanied by a:

(1) Copy of the certification issued for the voting system; and

(2) Signed authorization directing the agency that performed the certification testing to:

(a) Submit the results of its testing directly to the evaluation agent, and

(b) Allow the evaluation agent or his or her designee full access to all test records and data.

G. Application Fee. The application shall be accompanied by a non-refundable application fee of \$5,000.

### **.03 Acknowledgment; Scheduling Start.**

On receipt of an application for certification, the State Administrator shall promptly:

A. Acknowledge the application; and

B. Notify the applicant and local boards of when the evaluation will begin.

### **.04 Notice and Package Submissions.**

A. Notice of Evaluation Agent. When the evaluation is ready to begin, the State Administrator shall notify the applicant of the name,

address, and telephone number of the evaluation agent assigned to the application.

B. Submissions to Agent. The applicant shall submit to the evaluation agent the:

(1) Technical data package required by Regulation .05 of this chapter; and

(2) Business information package required by Regulation .06 of this chapter.

C. Notice of Deficiency.

(1) The evaluation agent shall review the submissions and notify the applicant of any deficiency.

(2) The applicant shall correct all deficiencies before the certification process may proceed.

D. Disposition of Submissions.

(1) If the application is denied or withdrawn, the technical data and business information packages submitted under this chapter shall be returned to the applicant.

(2) If the application is approved and the voting system certified, the technical data and business information packages shall be retained by the State Board for as long as the voting system is marketed or used in this State.

#### **.05 Technical Data Package.**

A. Required Information—In General. The technical data package shall contain all documentation previously submitted for the qualification testing of the system, including each of the following:

(1) Hardware schematic diagrams;

(2) Hardware theory of operation;

(3) Customer maintenance documentation;

(4) Operations manual;

(5) Software source code (both in the form of a listing and in a machine-readable form on media acceptable to the evaluation agent);

(6) Software system design;

(7) Customer documentation; and

(8) The report and test results of the independent test agency.

B. Required Information—License and Warranty. The package also shall include:

(1) A list of all third-party software required to install or operate the system;

(2) The terms of the license agreements for all software identified under §B(1) of this regulation; and

(3) Warranty terms for the entire system, including all third-party software.

C. Required Information—Local Board Needs. The package also shall include a proposed:

(1) Judges' manual, as required by COMAR 33.02.03; and

(2) Local implementation plan, as required by COMAR 33.09.06.

D. Identification of Submissions. Each item in the package shall be clearly identified.

#### **.06 Business Information Package.**

A. Scope. The information required by this regulation shall be provided separately for:

(1) The applicant's business; and

(2) If the applicant is not the manufacturer of the voting system, the manufacturer's business.

B. Required Information. The business information package shall include:

(1) History and description of the business, including:

(a) Year established,

(b) Products and services offered,

(c) Areas served,

(d) Branch offices,

(e) Subsidiaries,

(f) Parent companies, and

(g) Subsidiaries of parent companies;

(2) Management and staff organization, including:

(a) Number of full-time employees by category,

(b) Number of part-time employees by category, and

(c) Resumes of all key employees who would deal with local boards in connection with the voting system;

(3) The name and address of each:

(a) Officer of the business, and

(b) Person who is known to have a beneficial interest (as defined in State Finance and Procurement Article, §13-221, Annotated Code of Maryland) in the business or any parent company;

(4) Financial history of business, including:

(a) A financial statement for each of the past 3 fiscal years,

(b) Gross sales in voting products and voting services for the past 3 fiscal years, and

(c) The percentage those sales represent of all sales of the business and its subsidiaries;

(5) Location and manufacturing capability of each facility that is or will be used to fabricate and assemble all or any part of the voting system for which certification is being sought;

(6) Location and servicing capability, including any service limitations, of each facility that is or will be used to serve the voting system for which certification is being sought; and

(7) The legal and financial relationship among all vendors and manufacturers of the voting system and its various components.

C. Required Affidavit. The package also shall include the affidavits required by Regulation .07 of this chapter.

D. Identification of Submissions. Each item in the package shall be clearly identified.

#### **.07 Anti-Bribery and Anti-Debarment Affidavits.**

##### **A. Definitions.**

(1) In this regulation, the following terms have the meanings indicated.

(2) Terms Defined.

(a) "Controlling stockholder" means a stockholder who:

(i) Owns more than 25 percent of the voting stock of a corporation; or

(ii) Notwithstanding the number of shares that the stockholder owns, has the power to direct or control the direction of the management or policies of a corporation.

(b) "Convicted" includes an accepted plea of nolo contendere.

(c) "Principal" means:

(i) A sole proprietor;

(ii) A partner, officer, director, or controlling stockholder; or

(iii) An employee directly involved in the process of obtaining contracts with public bodies.

(d) "Public body" means:

(i) The United States;

(ii) Any state, territory, or possession of the United States;

or

(iii) Any political subdivision of a state, territory, or possession of the United States.

B. Scope. An affidavit shall be submitted under this regulation separately for:

(1) The applicant; and

(2) If the applicant is not the manufacturer of the voting system, the manufacturer.

C. Contents. The affidavit shall state whether, to the best of the vendor's/manufacture's knowledge, the vendor/manufacture or any principal in the vendor's/manufacture's business:

(1) Has been convicted under the laws of any public body of bribery, attempted bribery, or conspiracy to bribe;

(2) Has been convicted under the laws of any public body of:

(a) A criminal offense incident to obtaining, attempting to obtain, or performing a public or private contract, or

(b) Fraud, embezzlement, theft, forgery, falsification or destruction of records, or receiving stolen property;

(3) Has been convicted under the laws of any public body of a criminal violation of an antitrust statute;

(4) Has been convicted of a violation of the Racketeer Influenced and Corrupt Organization Act or of the Mail Fraud Act for acts in connection with the submission of bids or proposals for a public or private contract;

(5) Has been convicted of conspiracy to commit any act or omission that would constitute grounds for conviction under any of the laws or statutes described in §C(1)—(4) of this regulation;

(6) During the course of an official investigation or other proceeding, has admitted, in writing or under oath, an act or omission that would constitute bribery, attempted bribery, or conspiracy to bribe under the laws of any public body;

(7) Has been found civilly liable under an antitrust statute of any public body for acts or omissions in connection with the submission of bids or proposals for a public or private contract;

(8) Has ever been debarred or suspended from doing business with any public body or any agency, instrumentality, or unit of a public body; or

(9) Is a principal, successor, assignee, subsidiary, or affiliate of any other person who has:

(a) Been convicted under any of the laws or statutes described in §C(1)—(5) of this regulation,

(b) Made an admission described in §C(6) of this regulation,

(c) Been found civilly liable for an act or omission described in §C(7) of this regulation, or

(d) Been debarred or suspended as described in §C(8) of this regulation.

### **Administrative History**

**Effective date:**

Regulations .01—.07 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 04 State Board Certification—Evaluation and Deci-  
sion**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Agent's Evaluation Proposal.**

A. Agent to Prepare. The evaluation agent shall:

- (1) Conduct a preliminary analysis of the technical data and business information packages; and
- (2) Prepare and submit to the applicant an evaluation proposal.

B. Contents of Proposal. The proposal shall:

- (1) Identify any components of the voting system that will require supplemental qualification testing by an independent test agency;
- (2) Identify the components of the voting system that will require evaluation by the evaluation agent;
- (3) Describe the certification testing and other evaluation activities needed to complete the State's evaluation;
- (4) Estimate the time needed to complete the State's evaluation; and
- (5) Estimate the costs of the State's evaluation.

C. Certification Testing—In General.

(1) The proposed certification testing shall comprise, among any other elements the evaluation agent requires, mock-election tests for an actual State:

- (a) Primary election; and
- (b) General election.

(2) The mock election tests shall be designed to evaluate all operations and procedures.

D. Certification Testing—Reciprocity. If the voting system has successfully completed certification testing by or for another state, the

evaluation agent may accept the results of that test in place of all or any part of the certification testing required by this regulation.

**.02 Authorization to Proceed.**

A. Authorization Required. The State Board is aware of the need for vendors and manufacturers to control costs. Accordingly, evaluation of the system will not proceed until the applicant, having reviewed the evaluation proposal, notifies the State Board to proceed.

B. Notice by Applicant.

(1) The applicant shall review the evaluation proposal and notify the State Board of its intent to continue or terminate the evaluation process.

(2) The notice shall be in writing and sent to the State Administrator, with a copy to the evaluation agent.

C. Costs of Evaluation.

(1) If the applicant decides to proceed, the notice shall be accompanied by payment to the State Board of the estimated costs contained in the evaluation proposal.

(2) The State Board may deposit the funds in an appropriate treasury trust account.

(3) If the actual costs exceed the amount of the deposit, the applicant shall pay the balance owed to the State Board within 30 days of notice of the deficiency from the State Board.

(4) If the deposit exceeds the actual costs incurred, the State Board shall refund the excess to the applicant within 30 days after the evaluation process has been completed.

**.03 Evaluation.**

A. Supplemental Qualification Testing. The applicant is responsible for arranging with an independent test agency for any supplemental qualification testing identified in the evaluation proposal.

B. Certification Testing. After all supplemental qualification tests have been successfully completed, the evaluation agent shall proceed to:

(1) Conduct the certification testing and other evaluation activities described in the evaluation proposal; and

(2) Submit a report of the findings to the State Administrator.

**.04 Administrator's Recommendations.**

The State Administrator shall refer the evaluation agent's report to the State Board, together with the State Administrator's recommendations.

**.05 Board Decision.**

Based on the evaluation agent's report, the State Administrator's recommendations, and any other information in its possession, the State Board shall decide whether the proposed voting system will be certified for use in this State and so notify the vendor and the local boards.

**.06 System Regulations.**

A. Board to Adopt. As required by Election Law Article, §9-102(e), Annotated Code of Maryland, the State Board will adopt regulations governing the use of each voting system that it certifies.

B. Certification Effective Only When Adopted. The certification of a voting system is not effective until regulations for that system have been adopted.

C. Use Subject to Regulations. A local board may use a voting system only in accordance with all applicable regulations.

**Administrative History**

Effective date:

Regulations .01—.06 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 05 Local Boards—Acquisition and Acceptance**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Scope.**

This chapter applies to each contract for the purchase or lease by a local board or county of all or any part of a voting system.

**.02 Certification and Acceptance Contingency.**

Each contract shall provide that:

A. The sale or lease is contingent on successful completion of all acceptance testing; and

B. If the product fails acceptance testing, the local board or county may cancel the contract without penalty.

**.03 Governing Law.**

Each contract shall provide that Maryland law prevails in all matters.

**.04 Incorporation by Reference.**

Each contract shall provide that, except as expressly stated in the contract, all terms and conditions of the vendor's proposal, whether by letter, memo, or otherwise, are made a part of the contract.

**.05 Political Contribution Disclosure.**

Each contract shall require the vendor to comply with the disclosure requirements of Election Law Article, Title 14, Annotated Code of Maryland.

**.06 Source Code Protection.**

Each contract shall provide that, if the vendor discontinues its support of the system for any reason, the local board is authorized to use the archival system source codes and other software in any way that the local board considers necessary or appropriate to support the continued use of the system.

**.07—.10 Reserved.**

**.11 Copy of Contract to State.**

Within 30 days after a local board or county has entered into a contract for the purchase or lease of all or any part of a voting system, the local board shall send a complete copy of the contract (including all attachments and addenda, etc.) to the State Administrator.

**.12 Acceptance Testing.****A. Testing Required.**

(1) After a voting system has been delivered and installed, but before the contract is accepted, the local board shall test the system to confirm that the system, including all hardware, software, and other components:

(a) Is identical to the system certified by the State Board;

(b) Is fully functional and capable of satisfying the needs of the board; and

(c) Satisfies all requirements, terms, and conditions of the contract.

(2) If the system fails the test required by §A(1) of this regulation, the local board may not accept the contract.

**B. Assistance Authorized.** For this acceptance testing, the local board may enlist the assistance of State Board personnel or independent consultants.

**C. Testing Elements.** Acceptance testing shall demonstrate the system's ability to:

(1) Process simulated ballots for each precinct or polling place in the county;

(2) Accept valid votes in every ballot position enabled by the ballot format;

(3) Reject over-votes and votes in invalid ballot positions;

(4) Accumulate a quantity of votes in every ballot position equal to or greater than the expected maximum number of voters per device per system;

(5) Process a total number of ballots equal to or greater than the maximum number of voters expected to participate in an election;

(6) Generate a final election report and interim reports as required;

(7) Generate system status and error messages;

(8) Generate system audit records;

(9) Comply with all applicable statutes, regulations, and procedures; and

(10) Enable voters and operators to comply with all applicable statutes, regulations, and procedures.

### **Administrative History**

Effective date:

Regulations .01—.12 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 06 Local Boards—Implementation and Use**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Implementation Plan Required.**

Before a local board uses a voting system for the first time in an election, the local board shall develop and, subject to the approval of the State Board, adopt a local implementation plan for that system.

**.02 Elements of Plan.**

The implementation plan shall contain timetables and procedures for:

- A. System management;
- B. Training election directors and staff;
- C. Training election judges;
- D. Public education programs;
- E. Preventive maintenance;
- F. Storage requirements;
- G. Storage security;
- H. Parts and supplies;
- I. Election definition;
- J. Ballot definition;
- K. Deliveries to polls;
- L. Preelection testing;
- M. Election day troubleshooting;
- N. Opening polls;
- O. Voter assistance;
- P. Ballot box management;
- Q. Returning materials from polls;
- R. Precinct count;
- S. Aggregating precinct count;

- T. Central count;
- U. Ballot security;
- V. Ballot accounting;
- W. System verification; and
- X. System security.

#### **.03 Approval of Plan.**

A. Prompt Review Required. The State Board shall review and approve or disapprove of the implementation plan within 30 days of its submission.

B. Considerations. The State Board may approve the plan only if it is satisfied that the:

(1) Plan adequately addresses all functions required by Article 33, Annotated Code of Maryland, and this subtitle; and

(2) Local board will not need to rely primarily on vendors to perform those functions.

C. Progress Reports. The State Administrator may require a local board to provide progress reports on the board's development and implementation of the plan.

#### **.04 Public Education Program.**

A. Local Board to Develop and Conduct. The public education program required as part of the implementation plan shall be designed to ensure that the community understands the new system.

B. Minimum Component; Scope.

(1) The program shall include, but need not be limited to a:

(a) Preelection mailing to all households, with both written and graphic instructions on how to use the system; and

(b) Demonstration in each polling place of how to use the system to vote.

(2) The program shall also be directed at:

(a) Candidates;

(b) Campaign groups;

(c) Schools; and

(d) News media.

C. Reports to State Administrator. When requested by the State Administrator, the local board shall report in writing to the State Administrator on the:

- (1) Development of its public education program; and
- (2) Conduct of that program.

### **Administrative History**

**Effective date:**

Regulations .01—.05 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

Regulation .05 repealed effective January 16, 2006 (33:1 Md. R. 41)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 07 Compliance and Decertification**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Time Table.**

A. Termination for Delay. The State Board reserves the right to terminate the certification process if the applicant at any time fails to proceed in a timely manner. In particular, if 30 days expire between a request by the State Administrator or the evaluation agent for information and the applicant's response, the State Administrator may terminate the certification process and return the technical data package to the applicant.

B. Other Terminations. The certification process is also terminated if:

- (1) An applicant withdraws its application; or
- (2) The system fails the certification test.

C. Effect of Termination. When the certification process is terminated under this regulation, the:

- (1) Applicant's application fee is forfeited; and
- (2) Certification process may be reinitiated only by filing a new application under this subtitle.

**.02 Compliance Responsibility.**

A. Vendors.

(1) A vendor is responsible for ensuring that every voting system and every system component that it supplies for use in this State has been certified by the State Board.

(2) Before a vendor makes any attempt to market or otherwise distribute in this State any change to the hardware, firmware, or software of a certified voting system (including any improvement, upgrade, or patch), the vendor shall submit the proposed change to the State Board for certification or, as authorized in COMAR 33.09.06, for waiver of certification. Failure to comply with this requirement may result in the system's decertification.

**B. Local Boards.**

(1) A local board is responsible for ensuring every voting system and every system component that it uses has been certified by the State Board.

(2) Before a local board buys or otherwise accepts any change to the hardware, firmware, or software of a certified voting system (including any improvement, upgrade, or patch), the local board shall verify with the State Board that the proposed change has been certified or, as authorized in COMAR 33.09.06, that certification has been waived.

**.03 Validation of Certification.**

If any question arises involving the certification of a voting system or a system component being used in this State, the technical data package on file with the State Board and the results of the certification testing shall be used to verify whether the system or component in question is identical to the system or component that was submitted for certification.

**.04—.05 Reserved.****.06 Periodic Reviews.**

The State Administrator shall periodically review each voting system used in this State to assure the:

A. System's continued ability to perform all functions required by Election Law Article, Annotated Code of Maryland, and this subtitle; and

B. Local board's continued ability to use the system without relying primarily on vendors.

**.07 Required Decertification.**

A. Notice of Deficiency. If, at any time, the State Administrator determines that a voting system fails to meet one or more of the standards in Election Law Article, §9-102(c)(1)(i), (ii), or (iii), Annotated Code of Maryland, the State Administrator shall notify all local boards and all known vendors of that particular system that, unless the deficiency is promptly corrected, the system will be referred to the State Board to have its certification for future sale and use in Maryland rescinded.

B. Contents of Notice. The notice shall:

(1) Describe the deficiency; and

(2) Provide system vendors and local boards using the system a reasonable opportunity to respond and implement steps to correct the deficiency.

C. Referral, Notice, and Hearing.

(1) If the deficiency remains uncorrected, the State Administrator shall refer the matter to the State Board.

(2) On receipt of the referral, the State Board shall schedule a public hearing and provide notice to known interested parties.

(3) At the hearing, any interested party may submit testimony or documentation in support of or in opposition to the proposed decertification.

D. Board Decision. If the Board determines that the voting system fails to meet one or more of the standards in Election Law Article, §9-102(c)(1)(i), (ii), or (iii), Annotated Code of Maryland, the Board shall decertify the system from all future sale and all future use in this State.

**.08 Permissive Decertification.**

A. Notice of Deficiency. If, at any time, the State Administrator determines that a voting system no longer merits certification, the State Administrator may notify all local boards and all known vendors of that particular system that the system will be referred to the State Board to have its certification for future sale or use in Maryland rescinded.

B. Contents of Notice. The notice shall:

(1) Describe the reasons for the proposed decertification; and

(2) Provide system vendors and local boards using the system a reasonable opportunity to respond and explain why the system should not be decertified.

C. Referral, Notice, and Hearing.

(1) If, on consideration of any responses, the State Administrator continues to believe that the system should be decertified, the State Administrator may refer the matter to the State Board.

(2) On receipt of the referral, the State Board shall schedule a public hearing and provide notice to known interested parties.

(3) At the hearing, any interested party may submit testimony or documentation in support of or in opposition to the proposed decertification.

D. Board Decision. If the Board determines that the voting system no longer merits certification, the State Board may decertify the system from:

- (1) All future sale in this State; and
- (2) Except as specified in Election Law Article, §9-103(c), Annotated Code of Maryland, all future use in this State.

### **Administrative History**

Effective date:

Regulations .01—.03 and .06—.08 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

## Rules of Security Behavior for Board of Elections' Officials and Employees

This form must be completed and filed with SBE within 30 days of hiring. Please read this document carefully. After reviewing the document, please sign and date. You must sign and date this form before another person. This person will serve as your witness and must sign on the appropriate line.

Name: \_\_\_\_\_ Address: \_\_\_\_\_

County: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

*For purposes of this document:*

1. "Election officials and employees" mean individuals who are:
  - a. A temporary or permanent employee, other than an election judge, of the State Board of Elections (SBE) or a local board of elections (LBE);
  - b. A member of the State or a local board of elections;
  - c. A State or county employee temporarily assigned to SBE or a LBE;
  - d. A vendor, other than a county attorney appointed under §2-205 of the Election Law Article, providing services to SBE or a LBE; or
  - e. A volunteer (other than a voting system demonstrator) who has access to elections information systems.
2. "Election day" includes all days during which early voting is conducted.

Election officials and employees shall:

1. Always wear an identification badge and carry a photo identification when required by the Election Director or State Administrator;
2. Not share password(s) or provide unauthorized access to an election information system;
3. Not allow access to information deemed sensitive, confidential, or trademark specific, including personal voter registration or candidacy information, to the extent protected by law; and
4. Consistent with the *Policy for Conducting Criminal History Background Investigations*, submit to all necessary Criminal History Background Investigations and receive authorization before having access to sensitive, confidential or trademark specific information, materials or equipment.

Election officials and employees conducting field-work (i.e. visiting polling places) on election day shall:

1. Immediately report the failure of a precinct to open or open on time to the LBE and the State Administrator; and
2. Immediately notify the LBE and the State Administrator of any suspicious activity in a polling place.

Election officials and employees with access to the Global Election Management System (GEMS) Server or the MDVOTERS system shall:

1. Only use GEMS for elections authorized by the State Administrator;
2. Only install software authorized by the State Administrator on the GEMS Servers;
3. Not move a GEMS Server without obtaining prior approval from the State Administrator;
4. Always secure the room(s) where the GEMS Servers are located;
5. Ensure that a GEMS Server's *Physical Security Log* is located near each GEMS Server and is signed by each person who has contact with the Server;
6. Ensure that the GEMS Server is not connected to a telecommunication source for transmitting election day results until after the polls are closed;
7. Immediately disconnect the GEMS Server from its telecommunication source immediately after results have been transmitted;
8. Not connect the GEMS Server to any network, without prior authorization by the State Administrator;
9. Only allow access to the GEMS Server room to individuals who are on the approved access list (unless physically escorted by an employee with access);
10. Not allow an unauthorized individual to use GEMS or MDVOTERS for any purpose; and
11. Not give out GEMS or MDVOTERS login details and/or passwords to anyone. Only the user shall have possession of the login details and password.

Election officials and employees given certain voting system components (including voting units, smart cards, and encoders) shall:

1. Secure the supervisor and central administrator passwords in a locked compartment, separate from the supervisor and central administrator cards;
2. Provide each new supervisor with new and individual passwords;
3. Change any and all combination, access or security locks upon the loss of any authorized employee;
4. Ensure the smart key cards (security key cards, central administrator cards, supervisor cards, and voter access cards) are always secure and inventoried weekly;
5. Report the loss of a smart key card immediately upon discovery to the State Administrator and LBE;
6. Maintain constant care, custody and control over voting system components and not allow unapproved access to or use of voting system components to someone who is not an authorized election official or employee; and
7. Only move voting equipment pursuant to chain custody signature requirements.

I have read and understand these rules of security behavior. I also understand that violation of any applicable rule:

- May give rise to criminal penalties under Election Law Article §§ 16-301, 16-302, 16-802, or 16-804 of the Annotated Code of Maryland;
- May result in disciplinary action as defined in State Personnel & Pensions Article § 11-104 of the Annotated Code of Maryland; and
- Other disciplinary actions as provided under applicable rules.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

## VOTING SYSTEM IMPLEMENTATION SCHEDULE OF DELIVERABLES

#	Deliverable / Milestone	Start Date	Finish Date
1.	Secure All Equipment for Certification	12/03/09	12/03/09
2.	Maryland Certification Testing	12/04/09	12/17/09
3.	Pilot / Mock Election <sup>2</sup>	12/18/09	12/24/09
4.	Voting System Maryland Certified <sup>2</sup>	12/31/09	12/31/09
5.	Contract Award <sup>1</sup>	02/24/10	02/24/10
6.	Notice to Proceed <sup>2</sup>	02/26/10	02/26/10
7.	Voting System Kickoff Meeting	03/04/10	03/04/10
8.	Voting System Documentation Delivered to SBE	03/09/10	03/09/10
9.	Initial Project Plan Due to SBE	03/09/10	03/09/10
10.	Voting System Training Plan Delivered to SBE	03/09/10	03/09/10
11.	Voting System Training Plan Approval	03/16/10	03/16/10
12.	Voting System Training for SBE / Local Board / Staff / other Election Resources <sup>2</sup>	03/17/10	07/20/10
13.	Voting System Equipment Delivery to State of Maryland	04/28/10	06/28/10
14.	Voting System Diagnostic and Acceptance Testing <sup>2</sup>	04/28/10	07/08/10
15.	Updated Full Project Plan Due to SBE	05/10/10	05/10/10
16.	Voting System Equipment Delivered to Local Boards	05/10/10	07/20/10
17.	Voting System Implementation at Local Boards	05/13/10	07/23/10
18.	SBE Preliminary Signoff of Voting System	07/28/10	07/28/10
19.	Voting System Ready for Maryland Elections	07/28/10	07/28/10

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<sup>1</sup> Date is directly associated with the to be determined Maryland Board of Public Works meeting schedule.

<sup>2</sup> Certain components are the primary responsibility of the contractor while others are the responsibility of SBE with the full support of the Contractor.

## OPTICAL SCAN VOTING SYSTEM DOCUMENTATION AND PLANS

1. Project Management Plan
  - a. Overview - The Contractor shall have the responsibility to develop and maintain a Project Management Plan (PMP) in addition to providing content updates to the SBE Voting System Project Management Master Plan, upon request, for the duration of the contract:
    - i. The initial version of the PMP is the Preliminary Scope Statement that is required to be submitted with the Contractor's proposal pursuant to Section 3 of this RFP. Subsequent versions of the plan shall build upon the Preliminary Scope Statement. At a minimum, the initial Preliminary Scope Statement (documentation requirements overview, when necessary, are defined in Section 1b) shall include the following:
      - Project objectives;
      - Voting system requirements and characteristics;
      - Project management approach;
      - Glossary of Terms;
      - Project constraints;
      - Project assumptions;
      - Project organization;
      - Work breakdown structure;
      - Project schedule;
      - Risk management approach;
      - Quality management approach;
      - Training management approach;
      - Communications management approach with a focus on the requirements of the RFP Section 2.15.2.6 Contract Management;
      - Staffing management approach;
    - ii. The Contractor shall submit their first revised PMP within 10 days from the Notice to Proceed. The first revised version shall address the entire implementation phase of the project.
    - iii. The Contractor shall submit revisions and updates to the PMP as necessary to address project needs, when requested by SBE, and at the end of the implementation phase, to address the Operations and Maintenance phase.
    - iv. All versions of the project plan shall follow the PMI's project management plan methodology and the Implementation Plan content structure as documented on the Department of Information Technology SDLC website.
  - b. The project management plan shall include the following components:
    - i. Scope Management Plan that includes:
      - Project Objectives
      - Detailed project deliverables and the procedures for formal verification and acceptance;
      - Voting system requirements and characteristics;
      - Project management approach, including the Contractor's capability to deliver and control the system proposed;
      - Project deliverables;
      - Glossary of Terms;
      - Project constraints;

- Project assumptions;
  - Project organization, including the Contractor's implementation project organizational structure;
  - Project risks, the analysis and the mitigation strategy;
  - Change Control Procedures that defines the process for managing scope of work changes and how to ensure adherence to any development practices and policies or procedures.
  - Work Breakdown Structure that includes:
    - a. All deliverables;
    - b. Major milestone list;
  - Methodology for accounting for the project progress against the budget;
  - Methodology for identifying, reporting, and resolving problems (e.g. schedule slippage, change of scope requests, or technical anomalies);
- ii. Roles and Responsibilities Matrix
- iii. Schedule Management Plan that shall detail how the Contractor will develop and manage its project schedule;
- iv. A Project Schedule shall be developed, maintained, and managed by the Contractor. When requested, the Contractor shall provide project schedule data for input into the State's master project schedule. The project schedule shall contain the deliverables, work products, milestones, tasks, and activities.
- v. A Risk Management Plan shall be developed and maintained by the Contractor. The plan should include:
- The procedure for identifying, analyzing, prioritizing, and mitigating risks; and
  - The process for managing the risk register.
- vi. A Quality Management Plan shall be developed and maintained by the Contractor. The plan should include:
- The detail for the Contractor's expectations for quality control measures for the voting system and the services provided in addition to the quality assurance procedures that will be implemented.
  - The detailed explanation of how they expect to meet the project milestones and deadlines and any other project-related tasks as determined by SBE's Voting System Project Manager.
  - The detail for establishing specific quality control guidelines for the duration of the contract.
  - SBE will use as input into its performance management tracking the quality control measures identified and the quality assurance procedures provided by the Contractor.
- vii. A Training Plan shall be developed and maintained by the Contractor. The plan should include:
- A detailed strategy and approach for executing the several levels of training for the several functions (e.g. pollworkers, voter outreach, technical, etc.) related to the vendor's voting system.
- viii. A Communications Management Plan shall be developed and maintained by the Contractor. The plan should include:
- All the reporting and notification requirements for the various stakeholder / stakeholder groups.

- The Contractor's approach to formal review meetings with SBE, the organization of the typical meeting, and the methods for documenting and approving meeting notes.
  - ix. A Staffing Management Plan shall be developed and maintained by the Contractor for the duration of the contract with the State. The plan should include:
    - The detailed staffing organization that lists all key personnel with their responsibilities, qualifications, and experience;
    - Provisions for periodic updates;
    - An organization hierarchy chart and a time table for the deployment and release of temporary resources;
    - On-going training plans for the Contractor's resources to ensure they are kept current with the latest best practices with voting systems and their respective functions (e.g. training, quality control, etc.);
    - Temporary staffing requirements for supporting Early Voting and Election Day;
    - A strategy for using sub-contractors;
    - The other roles of resources and resource types (e.g. helpdesk, quality control, software development, etc.) within the Contractor's organizational structure that will indirectly support SBE for the duration of the Contract.
- 2. Project Configuration Management Requirements
  - a. The Contractor shall establish and deliver to SBE specific procedures for configuration management, including:
    - i. The detailed procedures for requesting changes to the voting system (e.g. software) and its related equipment; and
    - ii. A description of how software modification requests are reviewed and prioritized.
  - b. These procedures shall include identification, tracking, resolving, and communication of issues and requests.
  - c. The Contractor shall coordinate the receipt, tracking, resolution, and communication of solutions for project management issues or system deficiencies identified by SBE during the implementation of the voting system and any period (e.g. Operations and Maintenance) following the implementation of the voting system.
- 3. Hardware, Software and Firmware Documentation - The Contractor shall provide, within ten days of notice to proceed, the appropriate documentation and related materials for the following:
  - a. A copy of the release software, firmware, utilities, hardware, and instructions required to install, operate and test the voting system;
  - b. Digital media storage device containing copies of all source code files required to develop the system object code and firmware with any utilities, hardware, and instructions required for the State to read the source code on a personal computer with a Microsoft-based operating system;
  - c. System flow charts describing the information flow, entry and exit points, and the relationship of programs, device drivers, data files, and other program components;
  - d. Identification of version, release, and modification levels of all software and firmware components;

- e. Identification of the steps and procedures required to generate all program modules providing system functions for which certification is requested;
  - f. One hard copy and an electronic copy of the complete set of user and technical documentation for all hardware components required to operate each system;
  - g. With respect to third party items provided to SBE, copies of all relevant technical and user documentation and warranties necessary for operation of the Contractor's voting system;
  - h. Recommended security protocols; and
  - i. Information identifying any operating features and services that are not required and can be disabled for normal operational use.
4. Conducting the Election Guide (CTE Guide)
    - a. The Contractor shall provide content in the approved state format for SBE's *Conducting the Election Guide* (CTE Guide) (see Attachment \_\_\_).
    - b. The CTE Guide includes all information needed to prepare for, perform, finalize, and secure election results. The CTE Guide includes chapters on Ballot Production, Logic and Accuracy, Election Day, and Canvass, along with other supporting chapters.
  5. Recount Guide
    - a. The Contractor shall provide content in the approved State format for SBE's Recount Guide (see Attachment \_\_)
    - b. The Recount Guide shall include all information needed to prepare for and perform a recount using the Contractor's voting system.
  6. Pollworkers' Manual
    - a. The Contractor shall provide content in the approved State format for SBE's pollworkers manual. The manual is the training and reference guide used by pollworkers during training and an election.
    - b. The Contractor shall provide:
      - i. Voting system-related content in the approved state format for SBE's pollworker manual; and
      - ii. Diagrams for each polling place showing the recommended layout and flow of the polling place.<sup>1</sup>
  7. User Manuals - The Contractor shall provide comprehensive user manuals for voting system equipment and corresponding accessories.
  8. Post Election Maintenance Plan – The Contractor shall provide content for the SBE's post election maintenance plan for all equipment provided and used during an election.
  9. Repair Plan – The contractor shall provide a comprehensive repair plan which shall detail the repair process for all voting systems equipment, including all documentation requirements and repair process tracking.
  10. Acceptance and Testing Plan – The contractor shall provide a proposed Acceptance and Testing Plan which shall detail the testing requirements for all new and repaired equipment to be completed prior to equipment acceptance by the State. The plan shall conform to the requirements of COMAR 33.09.05.12.
  11. Power Management Plan – The contractor shall provide a comprehensive power management plan detailing the strategy and processes required to;
    - a. Maintain operations of their voting equipment during power interruptions; and
    - b. Battery maintenance while equipment is being stored.

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<sup>1</sup> The majority of polling places already have site survey diagrams on file in Visio format. The Contractor will have access to these and can update them accordingly. For the remaining polling places the Contractor shall conduct a site survey and create a polling place diagram.

12. Transportation Plan – The contractor shall provide content on the requirements for transporting their optical scan voting system and the related equipment.
13. Site Surveys – The contractor shall provide content to SBE for the development/update of the precinct site surveys.

PROPOSAL TRANSMITTAL FORM FOR SBE-2010-022009-09

Offerors shall complete this form and submit with their technical proposal. Should the Offeror chose to include an introduction letter, it should be attached to the back of this form.

OFFEROR'S (BUSINESS) NAME:

OFFEROR'S FEIN #:

OFFEROR'S eMARYLANDMARKETPLACE #

OFFEROR'S BUSINESS ADDRESS:

OFFEROR'S TELEPHONE NUMBER:

OFFEROR'S FAX NUMBER:

OFFEROR'S WEB ADDRESS:

SHOULD QUESTIONS ARISE RELATED TO THE OFFEROR'S PROPOSAL, WHO SHOULD BE CONTACTED, IF DIFFERENT FROM ABOVE:

NAME:

ADDRESS:

TELEPHONE:

FAX:

EMAIL:

(COMPANY NAME) acknowledges receipt of the following amendments:

Addendum #	dated	Addendum #	dated
Addendum #	dated	Addendum #	dated
Addendum #	dated	Addendum #	dated

OFFEROR'S (BUSINESS) NAME:

Authorized Signature: \_\_\_\_\_ Date:

PRINTED NAME OF AUTHORIZED SIGNATORY:

SIGNATORY'S TITLE:

SIGNATORY'S TELEPHONE:

EMAIL:

DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION RECORDS RETENTION AND DISPOSAL SCHEDULE		Schedule No.
Agency <b>Maryland State Board of Elections</b>		Page <b>1</b> of <b>11</b>
Item No.	Description (Supersedes 1066 and 1137)	Retention
0.	Electronic records have the same retention period as paper And are subject to the Maryland State Archives Regulations, Title 14, Subtitle 18, Chapter 04 Electronic Records.	
1.	<b>STATE BOARD OF ELECTIONS MINUTES</b>  These files contain Board meeting agendas and minutes pertaining to the official acts and policy decisions of SBE.	Retain permanently, Transfer periodically to the State Archives.
2.	<b>GENERAL ADMINISTRATIVE CORRESPONDENCE FILE</b>  This file series contains correspondence with State officials, state and federal agencies, candidates, representatives of political community and civic groups, and individuals as well as executive plans and publications pertaining to the business of SBE.	All policy documents and documents pertaining to the development and organization of the agency should be offered to the State Archives for permanent retention.  Retain all general correspondence for 3 years; then destroy.
3.	<b>LITIGATION AND LEGAL ADVICE</b>  This file series contains correspondence pertaining to all litigation brought against or by SBE as well as Opinions of the Attorney General and legal advice rendered.	<b>Retain permanently</b> , Transfer periodically to the State Archives.
4.	<b>PROCEDURES, POLICIES AND DIRECTIVES</b>  This file series contains all procedures, policies and directives of the SBE or the Administrator in carrying out mandated duties.	<b>Retain permanently</b> , Transfer periodically to the State Archives.
5.	<b>REGULATIONS BACKUP MATERIAL</b>	Retain as long as regulation is in effect; then destroy.
Approved by Department, Agency, or Division Representative. Date <u>June 5, 2003</u> Signature _____ Type Name <u>Terry R. Holliday</u> Title <u>Deputy Director, Candidacy and Campaign Finance</u>		Schedule Authorized by State Archivist. Date _____ Signature _____

**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

**Schedule No.**

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Item No.	Description	Retention
6.	<p><b>VOTER REGISTRATION STATISTICS</b></p> <p>This file series contains documents relating to Voter Registration Statistics.</p>	<b>Retain permanently</b> , Transfer periodically to the State Archives.
7.	<p><b>LEGISLATION</b></p> <p>This file series contains all correspondence and memos relating to proposed legislation by or affecting SBE.</p>	Retain 10 years, then destroy
8.	<p><b>DATA PROCESSING FILES</b></p> <p>This file series contains all files on the employees' workstations and/or office servers.</p>	Retain 5 years, then destroy
9.	<p><b>CAMPAIGN FINANCING AND CANDIDACY RECORDS</b></p> <p>This file series contains all documents filed by candidates in accordance with the Maryland Law Relating to Campaign Finance, including Title 14 Disclosure Records and Public Financing Act documentation.</p>	Retain for 4 years from the date of election; then send to the State Archives for permanent retention.
	<p><b>a. FEDERAL CAMPAIGN FUND REPORTS</b></p>	Retain 22 months, then destroy
10.	<p><b>BALLOT MATERIALS FILES</b></p> <p>These files contain all polling place and absentee ballots approved by SBE, specimen ballots filed with SBE by the local boards, ballot questions and constitutional amendment publications, printers listings, candidates lists and related materials.</p>	<b>Retain permanently</b> , Transfer periodically to the State Archives.
11.	<p><b>ELECTION RESULTS</b></p> <p>These files contain all the official election returns sent to SBE by the local boards, as well as final determinations of elections by the SBE or the State Board of Canvassers.</p>	<b>Retain permanently</b> , Transfer periodically to the State Archives.
12.	<p><b>CORRESPONDENCE FILES – LOCAL BOARDS</b></p> <p>This file series contains copies of all correspondence and documents sent to SBE's 24 local boards.</p>	Retain 5 years, then destroy
13.	<p><b>LOCAL BOARD'S MINUTES</b></p> <p>This file series contains the minutes of all 24 local elections' boards pertaining to their official acts and policy decisions.</p>	<b>Retain permanently</b> , Transfer periodically to the State Archives.

**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

Schedule No.

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Item No.	Description	Retention
14.	<b>PETITIONS (NEW PARTY, NOMINATIONS, REFERENDUM)</b>	Retain ten (10) years, then destroy.
15.	<p><b>ACCOUNTING</b> This series includes all standard STATE accounting forms as well as other accounting media, which provide supporting data for the special and general accounting records.</p> <p>Changes in records format will not necessarily require revision of the retention schedule. However, should the scope or content of a records series be altered, the schedule may be amended to reflect such changes.</p> <p>A. <u>General Accounting Records</u> Certificate of Deposit and Bank Deposit Slips Distribution of Charges Memorandum of Adjustments Monthly Report of State Funds Collected and Deposited</p> <p>B. <u>Special Accounting Records</u> Reports of audits conducted by the Legislative Auditors</p> <p>Reports of audits conducted by persons or agencies other than the Legislative Auditors</p> <p>Books of Final Entry - General Ledgers</p> <p>C. <u>Budget and Fiscal Planning Records</u> Budget Estimates Budget Schedule Amendment Materials and Supplies Physical Inventory Report of Fixed Assets Report of Materials and Supplies Request for Position Action</p> <p>D. <u>Payroll Accounting Records</u> Employee Roster Card File Payroll and Check Register Payroll Exceptions Time Report Payroll Transmittals Payroll Warrants</p>	<p>Retain for three (3) years and until all audit requirements have been fulfilled, then destroy.</p> <p>Retain for ten (10) years then destroy.</p> <p>Retain permanently. Transfer to State Archives periodically.</p> <p>Retain permanently. Transfer to State Archives periodically.</p> <p>Retain for three (3) years and until all audit requirements have been fulfilled, then destroy.</p> <p>Retain for three (3) years and until all audit requirements have been fulfilled, then destroy.</p>



**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

**Schedule No.**

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<b>Item No.</b>	<b>Description</b>	<b>Retention</b>
	Q. Purchasing Register R. Receiving Reports S. Report of Delivery/Partial Delivery T. Requisition Forms, Miscellaneous U. Requisitions for Supplies V. Warehouse Requisitions W. Automation Management Reports X. Contract Progress Reports Y. Contract Deliverables Z. Correspondence and memos relating to the development of election software and appropriation of hardware.	
17.	<b>VENDOR LIST</b>	Retain until superseded; then destroy.
18.	<p><b>PERSONNEL FOLDERS</b></p> <p>This series applies to Departments of Personnel within Maryland State Government and includes all standard personnel forms as well as other personnel media, which provide supporting data for both special and general personnel records.</p> <p>Upon selection for employment within the Department of _____ either as a new hire, transfer, reinstatement or temporary employee, a personnel folder is prepared. This folder may contain all or some of the following documents:</p> <p>A. Application            B. Appointment Letter            C. Correspondence Relating to New Appointment            D. Personnel Payroll Form            E. Personnel Position Action Request            F. Personnel Recruitment Screening Report            G. Personnel Transaction Form            H. Retirement Form</p>	Retain for three (3) years after termination of employment and then destroy.

**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

**Schedule No.**

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<b>Item No.</b>	<b>Description</b>	<b>Retention</b>
	<p>During continued employment, the folder may contain the following:</p> <ul style="list-style-type: none"> <li>a. Change of Address Forms</li> <li>b. Clearance File</li> <li>c. Charges for Removal</li> <li>d. Commendations</li> <li>e. Contractual Employment</li> <li>f. Counseling Sessions</li> <li>g. Disciplinary Actions</li> <li>h. Efficiency Ratings</li> <li>i. EOE Statistical Reports</li> <li>j. General Correspondence</li> <li>k. Grievance Actions</li> <li>l. Health Insurance Benefits Forms</li> <li>m. Leave Forms</li> <li>n. Orientation Program</li> <li>o. Position History</li> <li>p. Probation</li> <li>q. Promotions</li> <li>r. Resumes</li> <li>s. Suggestion File</li> <li>t. Summer Employment</li> <li>u. Suspension Actions</li> <li>v. Training</li> </ul> <p>The final documents in the folder are a personnel payroll form and the following:</p> <ul style="list-style-type: none"> <li>i. Letter of Resignation</li> <li>ii. Retirement</li> <li>iii. Transfer</li> <li>iv. Dismissal</li> </ul>	

**DEPARTMENT OF GENERAL SERVICES  
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**Schedule No.**

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Item No.	Description	Retention
19.	<b>PERSONNEL I.D. NUMBER (PIN)</b>	Permanent, transfer periodically to the MSA
20.	<b>STATUS CARD FILE</b>	Retain for five (5) years, then destroy
21.	<p><b>HISTORY FILE</b> Upon being selected for employment within the Department of _____ either as new hire, transfer, reinstatement or temporary employee, a personnel history card is prepared.</p> <p>This card contains the following data:</p> <ol style="list-style-type: none"> <li>1. Name</li> <li>2. Address</li> <li>3. Social Security Number</li> <li>4. Telephone Number</li> <li>5. Race</li> <li>6. Sex</li> <li>7. Birthdate</li> <li>8. Increment Date</li> <li>9. EOD (Entry on Duty) Date</li> <li>10. Classification</li> <li>11. Effective Date of Classification</li> <li>12. Employment</li> <li>13. Salary</li> <li>14. Position Identification Number for employee</li> </ol> <p>Each reclassification, promotion, demotion, change in salary, extended probation, title change, change of address or telephone number is duty noted on the card. The last entry of the History Card would be one of the following:</p> <ol style="list-style-type: none"> <li>1. Resignation</li> <li>2. Retirement</li> <li>3. Transfer</li> <li>4. Dismissal</li> <li>5. Expiration</li> </ol> <p>The card would then be filed inside the personnel folder and filed in the inactive personnel file.</p>	Retain for three (3) years after termination of employment and then destroy
22.	<b>WORKERS COMPENSATION FIRST REPORT OF INJURY REPORTS</b>	Retain for 5 years then destroy.
23.	<b>DEPT. OF PERSONNEL PART-TIME QUARTERLY REPORTS</b>	Retain for 5 years then destroy.
24.	<b>DEPT. OF PERSONNEL ANNUAL REPORTS</b>	Retain for 5 years then destroy.
25.	<b>AGENCY/DEPT. PERSONNEL BUDGET REPORTS</b>	Retain for 5 years then destroy.

**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

**Schedule No.**

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**Agency**

**Maryland State Board of Elections**

**Division/Unit**

**Item No.**

**Description**

**Retention**

**26.**

**VOTER REGISTRATION**

Original voter registration form

22 mos. past the last federal election in which the voter was eligible to vote, then destroy

"Those records predating installation of the electronic system must be retained permanently and transferred to the State Archives."

Authorization/request for change of address, name, party, etc.

22 mos., then destroy

Authorization/request to cancel registration.

22 mos., then destroy

All records generated in course of producing acknowledgment notices, confirmation mailings, mail verification or any other confirmation of voter status.

2yrs., then destroy

Notices returned to election offices by registrants responding to verification or confirmation mailings.

2yrs., then destroy

Rejected applications for voter registration.

22 mos., then destroy

Declinations to register at public assistance agencies.

22 mos., then destroy

Statistical records of registration, voting and file maintenance activity required for biennial reporting to FEC.

2yrs., then destroy

**27.**

**BALLOTS AND RELATED DOCUMENTATION**

All voted ballots, paper or machine-read, including absentee ballots.

22 mos., then destroy

Strips or sheets mounted on lever or DRE voting machines (ballot faces), each identified by machines number and precinct.

22 mos., then destroy

Assembled vote recorder pages (Votomatic), each identified by precinct.

22 mos., then destroy

**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

**Schedule No.**

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Item No.	Description	Retention
28.	Provisional ballots and documentation associated therewith.	22 mos., then destroy
	Spoiled ballots.	Until State deadline for initiating contest or recount has passed, then destroy
	Rejected or disallowed ballots and documentation associated therewith.	22 mos., then destroy
	Ballot accounting report.	Until State deadline for initiating contest or recount has passed, then destroy
	<b>POLLING PLACE RECORDS OTHER THAN BALLOTS</b>	
	List of voters used in each polling place.	22 mos., then destroy
	Records containing voter signature, including any oath executed by voter.	22 mos., then destroy
	Listing of those who voted made by poll workers.	22 mos., then destroy
	Any other record reflecting identity of those who cast ballots.	22 mos., then destroy
	Records of challenge to any person's right to vote.	22 mos., then destroy
	Records of implementation of "fail safe" provisions of NVRA.	22 mos., then destroy
	Voter assistance records, identifying both voter assisted and person(s) rendering assistance.	22 mos., then destroy
	Tally sheets, canvass reports, statements of votes.	22 mos., then destroy
	Lever machine, locked at close of polls (non-printer machines only)	Until State deadline for initiating contest or recount has passed, then destroy
AVM Print-o-matic report sheets, opening and closing of polls.	22 mos., then destroy	
Removable data storage device (PROM, memory pack, cartridge, etc.)	For purpose of recount or contest resolution, retain intact until State deadline for initiating contest or recount has passed, then destroy	
	For compliance with USC 42 1974 et seq., retention period is 22 mos. <i>Either</i> save that data storage device itself, <i>or</i> save, on electronic medium, record of programming the device, and the post-election hard copy of its outpost plus the program used to read the device. For detail, then destroy	

**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

**Schedule No.**

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Item No.	Description	Retention
	Poll worker attestations of status of premises and equipment at opening and closing of polls.	22 mos., then destroy
	Reports produced by electronic voting device at opening and closing of polls.	22 mos., then destroy
	Records of write-in votes, if cast other than on a ballot.	22 mos., then destroy
	Records of ballot images, or ballot sets, produced by electronic voting devices.	22 mos., then destroy
	Records of service or maintenance to voting equipment at the polling place.	22 mos., then destroy
	Records of poll worker appointment and service.	22 mos., then destroy
	Records of poll watcher/challenger appointment and service.	22 mos., then destroy
	Records of assignment and delivery of voting equipment.	22 mos., then destroy
<b>29.</b>	<b>ABSENTEE VOTING OTHER THAN BALLOTS</b>	
	Applications for absentee voting.	22 mos., then destroy
	Envelopes in which absentee ballots are returned, including those returned too late to be counted, but excluding blank secrecy envelopes if such are used.	22 mos., then destroy
	Records of challenges to and rejection of absentee ballots.	22 mos., then destroy
	Records or log of the administration of absentee voting.	22 mos., then destroy
<b>30.</b>	<b>VOTING SYSTEM PREPARATION</b>	
	Election database, election definition, ballot design.	22 mos., then destroy
	Records of programming and testing of lever machines.	22 mos., then destroy
	Records of specialization of vote-counting software.	22 mos., then destroy
	Records of programming ("burning") removable data storage devices for precinct tabulators.	22 mos., then destroy
	Records of pre-election testing of electronic vote-counting systems.	22 mos., then destroy
	Test deck(s).	22 mos., then destroy

**DEPARTMENT OF GENERAL SERVICES  
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**Schedule No.**

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<b>Item No.</b>	<b>Description</b>	<b>Retention</b>
<b>31.</b>	<p><b>VOTE COUNT IN CENTRAL OFFICE</b> (or at regional site)</p> <p>Tally sheets, canvass sheets.</p> <p>All vote-counting software.</p> <p>One copy of all output of computer printer.</p> <p>System log.</p> <p>Ballot images, or ballot sets, produced by electronic voting devices.</p> <p>Records of any verification of the count done before certification.</p> <p>Records documenting plan and activity to ensure security of records, ballots, equipment and premises, including any breaches of security.</p> <p>Records reflecting the certification of the outcome of the election, and copies of notifications sent to winning candidates.</p>	<p>22 mos., then destroy</p>
<b>32.</b>	<p><b>CONTESTED ELECTIONS AND RECOUNTS</b></p> <p>Procedures and guidelines.</p> <p>Log or diary of activity.</p> <p>Records created for and during the recount.</p>	<p>22 mos., then destroy</p> <p>22 mos., then destroy</p> <p>22 mos., then destroy</p>
<b>33.</b>	<p><b>VOTER INFORMATION BY ELECTION</b></p> <p>Election returns by precinct for each election.</p> <p>Voter registration statistics by precinct for each election.</p> <p>Voter turnout statistics by precinct for each election.</p> <p>Precinct map or maps, with boundaries in effect at time of each election.</p> <p>Computerized file of the voter registry at time of each election.</p>	<p><b>Permanent</b>, Transfer periodically to the State Archives.</p>

Maryland State Board of Elections - Voter Registration by Precinct as of 06/10/2009

CountyCode	County	Precinct	PollingPlace	Address	CityStateZip	ActiveVoters
01	Allegany	01000	ORLEANS VOLUNTEER FIRE DEPT.	12210 ORLEANS ROAD, NE	LITTLE ORLEANS, MD 21766	603
01	Allegany	02000	OLDTOWN VOLUNTEER FIRE DEPT.	18712 OLDTOWN ROAD SE	OLDTOWN, MD 21555	709
01	Allegany	03000	FLINTSTONE ELEMENTARY SCHOOL	22000 NATIONAL PIKE, NE	FLINTSTONE, MD 21530	862
01	Allegany	04002	LIVING STONE CHURCH OF BRETHREN	114 NORTH CEDAR STREET	CUMBERLAND, MD 21502	691
01	Allegany	04003	SOUTH PENN ELEMENTARY SCHOOL	500 EAST SECOND STREET	CUMBERLAND, MD 21502	1,045
01	Allegany	04004	FORT HILL HIGH SCHOOL	500 GREENWAY AVENUE	CUMBERLAND, MD 21502	1,343
01	Allegany	04005	EMMANUEL BETHEL U.M. CHURCH	24 HUMBERD STREET	CUMBERLAND, MD 21502	734
01	Allegany	04008	SALVATION ARMY COMMUNITY CENTER	200 SOMERVILLE AVENUE	CUMBERLAND, MD 21502	1,197
01	Allegany	05004	BRADDOCK MIDDLE SCHOOL	909 HOLLAND STREET	CUMBERLAND, MD 21502	1,100
01	Allegany	05006	BOWMAN'S ADDITION FIRE HALL	11710 BOARDWALK AVENUE, NE	CUMBERLAND, MD 21502	528
01	Allegany	06001	EMMANUEL EPISCOPAL PARISH HALL	16 WASHINGTON STREET	CUMBERLAND, MD 21502	1,233
01	Allegany	06003	WEST SIDE ELEMENTARY SCHOOL	425 PACA STREET	CUMBERLAND, MD 21502	617
01	Allegany	06005	BISHOP WALSH SCHOOL	700 BISHOP WALSH RD	CUMBERLAND, MD 21502	1,031
01	Allegany	06006	ALL. CTY. MULTI-PURPOSE BLDG.	11490 MOSS AVENUE SW	CUMBERLAND, MD 21502	1,289
01	Allegany	07001	CRESAPTOWN ELEMENTARY SCHOOL	13202 SIXTH AVENUE, SW	CRESAPTOWN, MD 21502	1,411
01	Allegany	07002	BEL AIR ELEMENTARY SCHOOL	14401 BARTON BLVD., SW	CUMBERLAND, MD 21502	1,552
01	Allegany	08000	WESTERNPORT ELEM. SCHOOL	172 CHURCH STREET	WESTERNPORT, MD 21562	2,115
01	Allegany	09000	BARTON COUNCIL CHAMBER	19018 LEGISLATIVE ROAD, SW	BARTON, MD 21521	820
01	Allegany	10000	WESTMAR MIDDLE SCHOOL	16915 LOWER GEORGES CREEK ROAD, SW	LONACONING, MD 21539	1,294
01	Allegany	11000	FROST ELEMENTARY SCHOOL	260 SHAW STREET	FROSTBURG, MD 21532	828
01	Allegany	12000	MOUNTAIN RIDGE HIGH SCHOOL	100 DR. NANCY S. GRASMICK LANE	FROSTBURG, MD 21532	1,985
01	Allegany	13000	MT. SAVAGE SCHOOL	13201 NEW SCHOOL ROAD, NW	MT. SAVAGE, MD 21545	1,403
01	Allegany	14000	JOHN F. KENNEDY HOMES	135 NORTH MECHANIC STREET	CUMBERLAND, MD 21502	529
01	Allegany	16000	NORTH BRANCH FIRE DEPARTMENT	12100 NORTH BRANCH ROAD, SE	CUMBERLAND, MD 21502	1,414
01	Allegany	18000	MIDLAND FIRE STATION	20001 UNION STREET, SW	MIDLAND, MD 21542	1,275
01	Allegany	20000	CORRIGANVILLE VOL. FIRE DEPT.	12502 CORRIGAN DRIVE, NW	CORRIGANVILLE, MD 21524	1,288
01	Allegany	21000	BALTIMORE PIKE VOL. FIRE DEPT.	15010 BALTIMORE PIKE, NE	CUMBERLAND, MD 21502	743
01	Allegany	22000	LOCAL 489 TRAINING CENTER	2 PARK STREET	CUMBERLAND, MD 21502	1,609
01	Allegany	23000	ST. LUKE'S LUTHERAN CHURCH	1601 FREDERICK STREET	CUMBERLAND, MD 21502	1,800
01	Allegany	24000	ECKHART SCHOOL	17000 NATIONAL HIGHWAY, SW	ECKHART, MD 21528	1,188
01	Allegany	26000	FROSTBURG COMMUNITY CENTER	27 WATER STREET	FROSTBURG, MD 21532	1,620
01	Allegany	29001	LAVALE VOL. FIRE DEPART #1	421 NATIONAL HIGHWAY	LAVALE, MD 21502	1,727
01	Allegany	29002	PARKSIDE ELEMENTARY SCHOOL	50 PARKSIDE BLVD.	LAVALE, MD 21502	1,567
01	Allegany	29003	CHRIST LUTHERAN CHURCH	VOCKE ROAD AT MARTZ LANE	LAVALE, MD 21502	1,186
01	Allegany	31000	DANVILLE COMMUNITY CHURCH	18800 MIDDLE RIDGE ROAD, SW	RAWLINGS, MD 21557	997
01	Allegany	34000	BEDFORD RD. FIRE DEPARTMENT	13200 BEDFORD RD. NE	CUMBERLAND, MD 21502	1,276
02	Anne Arundel	01001	01-001 LINTHICUM ELEMENTARY SCHOOL	101 SCHOOL LN	LINTHICUM, MD 21090	1,589
02	Anne Arundel	01002	01-002 LINDALE MIDDLE SCHOOL	415 ANDOVER RD	LINTHICUM, MD 21090	1,213
02	Anne Arundel	01003	01-003 GEORGE CROMWELL ELEM. SCHOOL	525 WELLHAM AVE	GLEN BURNIE, MD 21061	1,897
02	Anne Arundel	01004	01-004 CHESAPEAKE ARTS CTR.-FRONT ENT.	194 HAMMONDS LN	BALTIMORE, MD 21225	1,681
02	Anne Arundel	01005	01-005 NEW LIFE FELLOWSHIP BAPTIST CHURCH	7605 HARMANS ROAD	HANOVER, MD 21076	1,438
02	Anne Arundel	01006	01-006 A.A. FIRE STATION #21	DORSEY & RIDGE RDS	HANOVER, MD 21076	1,770
02	Anne Arundel	01007	01-007 OVERLOOK ELEMENTARY SCHOOL	401 HAMPTON RD	LINTHICUM, MD 21090	1,420
02	Anne Arundel	01008	01-008 NORTH COUNTY SR. HIGH SCHOOL	10 E. FIRST AVE	GLEN BURNIE, MD 21061	1,943
02	Anne Arundel	01009	01-009 HILLTOP ELEMENTARY SCHOOL	415 MELROSE AVE	GLEN BURNIE, MD 21061	1,672
02	Anne Arundel	01010	01-010 ST. JOHNS LUTHERAN CHURCH	300 W. MAPLE RD	LINTHICUM, MD 21090	1,263
02	Anne Arundel	01011	01-011 LINTHICUM LIBRARY	400 SHIPLEY RD	LINTHICUM, MD 21090	1,137
02	Anne Arundel	01012	01-012 NORTH GLEN ELEMENTARY SCHOOL	615 W. FURNACE BRANCH RD	GLEN BURNIE, MD 21061	2,395
02	Anne Arundel	01013	01-013 BELLE GROVE ELEM. SCHOOL	4502 BELLE GROVE RD	BALTIMORE, MD 21225	987
02	Anne Arundel	01014	01-014 NORTH GLEN COMMUNITY ASSOC.	303 WELLHAM AVE	GLEN BURNIE, MD 21061	1,614
02	Anne Arundel	01015	01-015 BROOKLYN PARK ELEM. SCHOOL	200 W. 14TH AVE	BALTIMORE, MD 21225	1,501
02	Anne Arundel	01016	01-016 BROOKLYN PARK LIBRARY	1 E. 11TH AVE	BALTIMORE, MD 21225	1,660
02	Anne Arundel	01017	01-017 PARK ELEMENTARY SCHOOL	201 E. 11TH AVE	BALTIMORE, MD 21225	1,210
02	Anne Arundel	01018	01-018 BROOKLYN PARK MIDDLE SCHOOL	200 HAMMONDS LANE	BALTIMORE, MD 21225	2,482
02	Anne Arundel	01019	01-019 VAN BOKKELEN ELEM. SCHOOL	1140 REECE RD	SEVERN, MD 21144	2,013
02	Anne Arundel	01020	01-020 PROVINCES LIBRARY	2624 ANNAPOLIS RD	SEVERN, MD 21144	2,159
02	Anne Arundel	01021	01-021 VAN BOKKELEN ELEM. SCHOOL	1140 REECE RD	SEVERN, MD 21144	1,683
02	Anne Arundel	01022	01-022 JESSUP ELEMENTARY SCHOOL	2900 ELEMENTARY SCHOOL LN	JESSUP, MD 20794	3,410
02	Anne Arundel	01023	01-023 JESSUP ELEMENTARY SCHOOL	2900 ELEMENTARY SCHOOL LN	JESSUP, MD 20794	160
02	Anne Arundel	01024	01-024 SEVERN UNITED METHODIST CHURCH	1215 OLD CAMP MEADE ROAD	SEVERN, MD 21144	1,252
02	Anne Arundel	02001	02-001 SEVERN ELEMENTARY SCHOOL	838 REECE RD	SEVERN, MD 21144	1,613
02	Anne Arundel	02002	02-002 SOUTHGATE ELEMENTARY SCHOOL	290 SHETLANDS LN	GLEN BURNIE, MD 21061	1,212
02	Anne Arundel	02003	02-003 GLEN BURNIE PARK ELEM. SCHOOL	500 MARLBORO RD	GLEN BURNIE, MD 21061	1,616
02	Anne Arundel	02004	02-004 QUARTERFIELD ELEMENTARY SCHOOL	7967 QUARTERFIELD RD	SEVERN, MD 21144	2,040

02	Anne Arundel	02005	02-005 OAKWOOD ELEMENTARY SCHOOL	330 OAK MANOR DR	GLEN BURNIE, MD 21061	1,827
02	Anne Arundel	02006	02-006 COMMUNITY CHURCH OF GOD	306 SE FIFTH AVE	GLEN BURNIE, MD 21061	1,443
02	Anne Arundel	02007	02-007 RICHARD HENRY LEE ELEM. SCHOOL	400 SW A ST	GLEN BURNIE, MD 21061	1,979
02	Anne Arundel	02008	02-008 GLENDALE ELEMENTARY SCHOOL	105 CARROLL RD	GLEN BURNIE, MD 21060	2,070
02	Anne Arundel	02009	02-009 QUARTERFIELD ELEMENTARY SCHOOL	7967 QUARTERFIELD RD	SEVERN, MD 21144	1,928
02	Anne Arundel	02010	02-010 GLEN BURNIE SR. HIGH SCHOOL	7550 BALTIMORE ANNAPOLIS BLVD	GLEN BURNIE, MD 21060	2,082
02	Anne Arundel	02011	02-011 WOODSIDE ELEMENTARY SCHOOL	160 FUNKE RD	GLEN BURNIE, MD 21061	1,242
02	Anne Arundel	02012	02-012 NORTH COUNTY AREA LIBRARY	1010 EASTWAY	GLEN BURNIE, MD 21060	1,427
02	Anne Arundel	02013	02-013 OLD MILL SR. HIGH SCHOOL CAFE	600 PATRIOT LN-NORTH PARKING LOT	MILLERSVILLE, MD 21108	1,216
02	Anne Arundel	02014	02-014 RIPPLING WOODS ELEM. SCHOOL	530 NOLFIELD DR	GLEN BURNIE, MD 21061	2,507
02	Anne Arundel	02015	02-015 OLD MILL SR. HIGH SCHOOL CAFE	600 PATRIOT LN-SOUTH PARKING LOT	MILLERSVILLE, MD 21108	2,051
02	Anne Arundel	02016	02-016 GLEN BURNIE IMPROVEMENT ASSN.	19 S. CRAIN HWY	GLEN BURNIE, MD 21061	1,292
02	Anne Arundel	02017	02-017 OLD MILL MIDDLE SCHOOL SOUTH	620 PATRIOT LN	MILLERSVILLE, MD 21108	2,122
02	Anne Arundel	02018	02-018 RUTH EASON SCHOOL	648 OLD MILL RD	MILLERSVILLE, MD 21108	1,504
02	Anne Arundel	02019	02-019 MARLEY ELEMENTARY SCHOOL	715 COOPER ROAD	GLEN BURNIE, MD 21060	1,904
02	Anne Arundel	02020	02-020 GRACE OF GOD FELLOWSHIP	8302 ELVATON RD	MILLERSVILLE, MD 21108	1,846
02	Anne Arundel	02021	02-021 HERITAGE COMMUNITY CHURCH	8146 QUARTERFIELD RD	SEVERN, MD 21144	2,336
02	Anne Arundel	02022	02-022 POINT PLEASANT ELEM. SCH. #2	1035 DUMBARTON RD	GLEN BURNIE, MD 21060	2,188
02	Anne Arundel	02023	02-023 RIDGEWAY ELEMENTARY SCHOOL	1440 EVERGREEN RD	SEVERN, MD 21144	1,837
02	Anne Arundel	02024	02-024 SEVERN FIRE STATION #4	7870 TELEGRAPH ROAD	SEVERN, MD 21144	1,704
02	Anne Arundel	03001	03-001 NORTHEAST SENIOR HIGH SCHOOL	1121 DUVALL HWY	PASADENA, MD 21122	1,738
02	Anne Arundel	03002	03-002 ST. JANE FRANCES CATHOLIC SCH.	ST. JANE DR	PASADENA, MD 21122	1,314
02	Anne Arundel	03003	03-003 HIGH POINT ELEMENTARY SCHOOL	924 DUVALL HWY	PASADENA, MD 21122	2,536
02	Anne Arundel	03004	03-004 GEORGE FOX MIDDLE SCHOOL	7922 OUTING AVE	PASADENA, MD 21122	2,342
02	Anne Arundel	03005	03-005 FREETOWN ELEMENTARY SCHOOL	7904 FREETOWN RD	GLEN BURNIE, MD 21060	1,717
02	Anne Arundel	03006	03-006 SOLLEY ELEMENTARY SCHOOL	7608 SOLLEY RD	GLEN BURNIE, MD 21060	2,410
02	Anne Arundel	03007	03-007 SUNSET ELEMENTARY SCHOOL	8572 FORT SMALLWOOD RD	PASADENA, MD 21122	1,855
02	Anne Arundel	03008	03-008 MARLEY MIDDLE SCHOOL	10 DAVIS COURT	GLEN BURNIE, MD 21060	2,190
02	Anne Arundel	03009	03-009 PASADENA ELEMENTARY SCHOOL	401 E PASADENA RD	PASADENA, MD 21122	921
02	Anne Arundel	03010	03-010 CHESAPEAKE BAY MID. SCHOOL B SIDE	4804 MOUNTAIN RD	PASADENA, MD 21122	1,956
02	Anne Arundel	03011	03-011 BODKIN ELEMENTARY SCHOOL	8320 VENTNOR RD	PASADENA, MD 21122	2,310
02	Anne Arundel	03012	03-012 FORT SMALLWOOD ELEM. SCH. CAFE	1720 POPLAR RIDGE RD	PASADENA, MD 21122	2,039
02	Anne Arundel	03013	03-013 GALILEE LUTHERAN CHURCH	4652 MOUNTAIN RD	PASADENA, MD 21122	1,933
02	Anne Arundel	03014	03-014 RIVIERA BEACH ELEM. SCHOOL	8515 JENKINS RD	PASADENA, MD 21122	1,517
02	Anne Arundel	03015	03-015 CHESAPEAKE SR. HIGH SCHOOL	4798 MOUNTAIN RD	PASADENA, MD 21122	1,443
02	Anne Arundel	03016	03-016 NORTHEAST SENIOR HIGH SCHOOL	1121 DUVALL HWY	PASADENA, MD 21122	1,799
02	Anne Arundel	03017	03-017 JACOBSTOWN ELEMENTARY SCHOOL	3801 MOUNTAIN RD	PASADENA, MD 21122	1,843
02	Anne Arundel	03018	03-018 LAKE SHORE VOL. FIRE COMPANY	4498 MOUNTAIN RD	PASADENA, MD 21122	1,953
02	Anne Arundel	03019	03-019 VFW POST #2462	1720 BAYSIDE BEACH RD	PASADENA, MD 21122	1,777
02	Anne Arundel	03020	03-020 EMMANUEL LUTHERAN CHURCH	8615 FORT SMALLWOOD RD	PASADENA, MD 21122	1,476
02	Anne Arundel	03021	03-021 RIVIERA BEACH LIBRARY	1130 DUVALL HWY	PASADENA, MD 21122	2,208
02	Anne Arundel	03022	03-022 MT. ZION UNITED METHODIST CH.	8128 ARTIC DR	PASADENA, MD 21122	1,630
02	Anne Arundel	03023	03-023 EARLEIGH HEIGHTS VOL. FIRE DEPT.	161 RITCHIE HWY	SEVERNA PARK, MD 21146	1,574
02	Anne Arundel	03024	03-024 ORCHARD BCH. VOL. FIRE DEPT. HALL	7549 SOLLEY RD	GLEN BURNIE, MD 21060	2,043
02	Anne Arundel	03025	03-025 FREETOWN ELEMENTARY SCHOOL	7904 FREETOWN RD	GLEN BURNIE, MD 21060	1,578
02	Anne Arundel	04001	04-001 MARYLAND CITY ELEMENTARY SCHOOL	3359 CRUMPTON SOUTH	LAUREL, MD 20724	1,652
02	Anne Arundel	04002	04-002 ODENTON ELEMENTARY SCHOOL	1290 ODENTON RD	ODENTON, MD 21113	1,738
02	Anne Arundel	04003	04-003 ARUNDEL SENIOR HIGH SCHOOL	1001 ANNAPOLIS RD	GAMBRILLS, MD 21054	1,658
02	Anne Arundel	04004	04-004 MILLERSVILLE ELEMENTARY SCHOOL	1601 MILLERSVILLE RD	MILLERSVILLE, MD 21108	1,907
02	Anne Arundel	04005	04-005 PINEY ORCHARD ELEM. SCHOOL	2641 STRAWBERRY LAKE WAY	ODENTON, MD 21113	1,183
02	Anne Arundel	04006	04-006 RESURRECTION OF OUR LORD CATHOLIC CHURCH	8402 BROCK BRIDGE ROAD	LAUREL, MD 20724	2,211
02	Anne Arundel	04007	04-007 MEADE MIDDLE SCHOOL	1103 26TH ST	FORT MEADE, MD 20755	2,388
02	Anne Arundel	04008	04-008 FOUR SEASONS ELEMENTARY SCHOOL	979 WAUGH CHAPEL RD	GAMBRILLS, MD 21054	1,738
02	Anne Arundel	04009	04-009 MARYLAND CITY-RUSSETT LIBRARY	3501 RUSSETT COMMON	LAUREL, MD 20724	2,271
02	Anne Arundel	04010	04-010 WAUGH CHAPEL ELEM. SCHOOL	840 SUNFLOWER DR	ODENTON, MD 21113	2,560
02	Anne Arundel	04011	04-011 O'MALLEY SENIOR CENTER	1275 ODENTON RD	ODENTON, MD 21113	1,471
02	Anne Arundel	04012	04-012 WEST COUNTY AREA LIBRARY	1325 ANNAPOLIS ROAD	ODENTON, MD 21113	1,422
02	Anne Arundel	04013	04-013 GAMBRILLS CHURCH OF GOD	952 ANNAPOLIS RD	GAMBRILLS, MD 21054	1,628
02	Anne Arundel	04014	04-014 BALDWIN MEM. UNITED METH. CH.	921 GENERALS HWY	MILLERSVILLE, MD 21108	1,845
02	Anne Arundel	04015	04-015 HERALD HARBOR COMMUNITY ASSN.	390 HALL RD	CROWNSVILLE, MD 21032	2,415
02	Anne Arundel	04016	04-016 PINEY ORCHARD ELEM. SCHOOL	2641 STRAWBERRY LAKE WAY	ODENTON, MD 21113	2,078
02	Anne Arundel	04017	04-017 BROCK BRIDGE ELEM. SCHOOL	405 BROCK BRIDGE RD	LAUREL, MD 20724	1,919
02	Anne Arundel	04018	04-018 MEADE HEIGHTS ELEMENTARY SCHOOL	1925 REECE RD	FORT MEADE, MD 20755	1,851
02	Anne Arundel	04019	04-019 LIVING WATERS WORSHIP CENTER	8262 LOKUM RD	ODENTON, MD 21113	1,982
02	Anne Arundel	04020	04-020 PINEY ORCHARD COMMUNITY CTR.	2400 STREAM VALLEY DR	ODENTON, MD 21113	1,708
02	Anne Arundel	04021	04-021 FAITH COMMUNITY CH. OF GAMBRILLS	1306 RIEDEL RD	GAMBRILLS, MD 21054	2,471
02	Anne Arundel	04022	04-022 CROFTON LIBRARY	1681 RIEDEL RD	CROFTON, MD 21114	1,712

02	Anne Arundel	04023	04-023 WAUGH CHAPEL ELEM. SCHOOL	840 SUNFLOWER DRIVE	ODENTON, MD 21113	1,715
02	Anne Arundel	04024	04-024 SEVEN OAKS ELEM. SCHOOL	1905 TOWN CENTER BLVD.	ODENTON, MD 21113	2,380
02	Anne Arundel	05001	05-001 ST. MARGARETS EPISCOPAL CHURCH	1601 PLEASANT PLAINS RD	ANNAPOLIS, MD 21409	2,207
02	Anne Arundel	05002	05-002 CAPE ST. CLAIRE ELEM. SCHOOL	931 BLUE RIDGE RD	ANNAPOLIS, MD 21409	2,135
02	Anne Arundel	05003	05-003 ARNOLD SENIOR CENTER	44 CHURCH RD	ARNOLD, MD 21012	1,649
02	Anne Arundel	05004	05-004 BELVEDERE ELEMENTARY SCHOOL	360 BROADWATER RD	ARNOLD, MD 21012	1,966
02	Anne Arundel	05005	05-005 JONES ELEMENTARY SCHOOL	122 HOYLE LN	SEVERNA PARK, MD 21146	1,833
02	Anne Arundel	05006	05-006 SEVERNA PARK ELEMENTARY SCHOOL	6 RIGGS AVE	SEVERNA PARK, MD 21146	1,528
02	Anne Arundel	05007	05-007 BENFIELD ELEMENTARY SCHOOL	365 LYNWOOD DR	SEVERNA PARK, MD 21146	1,607
02	Anne Arundel	05008	05-008 OAK HILL ELEMENTARY SCHOOL	34 TRUCK HOUSE RD	SEVERNA PARK, MD 21146	1,764
02	Anne Arundel	05009	05-009 FOLGER MCKINSEY ELEM. SCHOOL	175 ARUNDEL BEACH RD	SEVERNA PARK, MD 21146	1,269
02	Anne Arundel	05010	05-010 FOLGER MCKINSEY ELEM. SCHOOL	175 ARUNDEL BEACH RD	SEVERNA PARK, MD 21146	972
02	Anne Arundel	05011	05-011 MAGOTHY RIVER MIDDLE SCHOOL	241 PENINSULA FARM RD	ARNOLD, MD 21012	1,869
02	Anne Arundel	05012	05-012 SEVERNA PARK SR. HIGH SCHOOL	60 ROBINSON RD	SEVERNA PARK, MD 21146	1,343
02	Anne Arundel	05013	05-013 BROADNECK ELEM. SCHOOL	470 SHORE ACRES RD	ARNOLD, MD 21012	1,748
02	Anne Arundel	05014	05-014 SEVERNA PARK LIBRARY	45 MC KINSEY RD	SEVERNA PARK, MD 21146	1,851
02	Anne Arundel	05015	05-015 SHIPLEY'S CHOICE ELEM. SCHOOL	310 GOVERNOR WILLIAM STONE PKW	MILLERSVILLE, MD 21108	1,459
02	Anne Arundel	05016	05-016 JONES STATION FIRE HALL	960 RITCHIE HWY	SEVERNA PARK, MD 21146	1,310
02	Anne Arundel	05017	05-017 CAPE ST. CLAIRE IMP. ASSN.	1223 RIVER BAY RD	ANNAPOLIS, MD 21409	2,061
02	Anne Arundel	05018	05-018 ST. ANDREWS BY THE BAY	701 COLLEGE PKW	ANNAPOLIS, MD 21409	2,456
02	Anne Arundel	05019	05-019 SEVERNA PARK MIDDLE SCHOOL	450 JUMPERS HOLE RD	SEVERNA PARK, MD 21146	1,617
02	Anne Arundel	05020	05-020 ST. MARGARETS EPISCOPAL CHURCH	1601 PLEASANT PLAINS RD	ANNAPOLIS, MD 21409	1,684
02	Anne Arundel	05021	05-021 NEW COVENANT CHURCH	365 JONES STATION RD	ARNOLD, MD 21012	2,341
02	Anne Arundel	05022	05-022 BROADNECK SR. HIGH SCHOOL	1265 GREEN HOLLY DR	ANNAPOLIS, MD 21409	2,018
02	Anne Arundel	05023	05-023 ARNOLD ELEM. SCHOOL CAFE	90 CHURCH RD	ARNOLD, MD 21012	1,359
02	Anne Arundel	05024	05-024 SEVERNA PARK MIDDLE SCHOOL	450 JUMPERS HOLE RD	SEVERNA PARK, MD 21146	1,580
02	Anne Arundel	05025	05-025 OUR SHEPHERD LUTHERAN CHURCH	400 BENFIELD RD	SEVERNA PARK, MD 21146	1,871
02	Anne Arundel	05026	05-026 ASBURY UNITED METHODIST CH.	78 CHURCH RD	ARNOLD, MD 21012	2,062
02	Anne Arundel	05027	05-027 BROADNECK LIBRARY	1275 GREEN HOLLY DR	ANNAPOLIS, MD 21409	1,466
02	Anne Arundel	05028	05-028 WINDSOR FARM ELEM. SCHOOL	591 BROADNECK RD	ANNAPOLIS, MD 21409	1,749
02	Anne Arundel	05029	05-029 PASADENA UNITED METHODIST CH.	61 RITCHIE HWY	PASADENA, MD 21122	813
02	Anne Arundel	05030	05-030 PASADENA ELEMENTARY SCHOOL	401 E PASADENA RD	PASADENA, MD 21122	882
02	Anne Arundel	05031	05-031 OAK HILL ELEMENTARY SCHOOL	34 TRUCK HOUSE RD	SEVERNA PARK, MD 21146	587
02	Anne Arundel	05032	05-032 SEVERNA PARK SR. HIGH SCHOOL	60 ROBINSON RD	SEVERNA PARK, MD 21146	432
02	Anne Arundel	05033	05-033 ANCHOR BAPTIST CHURCH	320 WEST PASADENA RD	MILLERSVILLE, MD 21108	1,136
02	Anne Arundel	05034	05-034 ASBURY TOWN-NECK UNITED METH. CH.	429 ASBURY DR	SEVERNA PARK, MD 21146	1,116
02	Anne Arundel	06001	06-001 BATES MIDDLE SCHOOL	701 CHASE AVE	ANNAPOLIS, MD 21401	1,994
02	Anne Arundel	06002	06-002 GERMANTOWN ELEMENTARY SCHOOL	1411 CEDAR PARK RD	ANNAPOLIS, MD 21401	1,674
02	Anne Arundel	06003	06-003 WALTER MILLS/PAROLE ELEM. SCHOOL	103 CHINQUAPIN ROUND RD	ANNAPOLIS, MD 21401	1,446
02	Anne Arundel	06004	06-004 HERITAGE BAPTIST CHURCH	1740 FOREST DR	ANNAPOLIS, MD 21401	1,107
02	Anne Arundel	06005	06-005 ANNAPOLIS MIDDLE SCHOOL	1399 FOREST DR	ANNAPOLIS, MD 21403	1,332
02	Anne Arundel	06006	06-006 TYLER HEIGHTS ELEMENTARY SCHOOL	200 JANWAL ST	ANNAPOLIS, MD 21403	1,183
02	Anne Arundel	06007	06-007 GEORGETOWN EAST ELEM. SCHOOL	111 DOGWOOD RD	ANNAPOLIS, MD 21403	1,471
02	Anne Arundel	06008	06-008 EASTPORT VOLUNTEER FIRE HALL	914 BAY RIDGE AVE	ANNAPOLIS, MD 21403	1,506
02	Anne Arundel	06009	06-009 ANNAPOLIS MIDDLE SCHOOL	1399 FOREST DR	ANNAPOLIS, MD 21403	1,708
02	Anne Arundel	06010	06-010 UNITED CH. OF CHRIST OF ANNAPOLIS	8 CARVEL CIR	EDGEWATER, MD 21037	1,312
02	Anne Arundel	06011	06-011 ANNAPOLIS ELEM. SCHOOL CAFE	180 GREEN ST	ANNAPOLIS, MD 21401	1,499
02	Anne Arundel	06012	06-012 WEST ANNAPOLIS ELEM. SCHOOL	210 ANNAPOLIS ST	ANNAPOLIS, MD 21401	1,860
02	Anne Arundel	06013	06-013 ANNAPOLIS LIBRARY	1410 WEST ST	ANNAPOLIS, MD 21401	1,164
02	Anne Arundel	06014	06-014 AMERICAN LEGION POST #141	1707 FOREST DR	ANNAPOLIS, MD 21401	1,917
02	Anne Arundel	06015	06-015 SALVATION ARMY-ANNAPOLIS	351 HILLTOP LN	ANNAPOLIS, MD 21403	1,182
02	Anne Arundel	06016	06-016 EASTPORT COMMUNITY CENTER	1014 PRESIDENT STREET	ANNAPOLIS, MD 21403	872
02	Anne Arundel	06017	06-017 GEORGETOWN EAST ELEM. SCHOOL	111 DOGWOOD RD	ANNAPOLIS, MD 21403	2,003
02	Anne Arundel	06018	06-018 EASTPORT ELEMENTARY SCHOOL	420 FIFTH ST	ANNAPOLIS, MD 21403	1,868
02	Anne Arundel	06019	06-019 ANNAPOLIS SR. HIGH SCHOOL	2700 RIVA RD	ANNAPOLIS, MD 21401	1,938
02	Anne Arundel	06020	06-020 AMERICAN LEGION POST #7	1905 CROWNSVILLE RD	ANNAPOLIS, MD 21401	1,406
02	Anne Arundel	06021	06-021 ROLLING KNOLLS ELEM. SCHOOL	1985 VALLEY RD	ANNAPOLIS, MD 21401	2,752
02	Anne Arundel	06022	06-022 HOLY TEMPLE CH. OF GOD INTL.	708 BESTGATE RD	ANNAPOLIS, MD 21401	2,139
02	Anne Arundel	06023	06-023 EASTPORT-ANNAPOLIS NECK LIB.	269 HILLSMERE DR	ANNAPOLIS, MD 21403	1,570
02	Anne Arundel	06024	06-024 HILLSMERE ELEMENTARY SCHOOL	3052 ARUNDEL-ON-THE-BAY RD	ANNAPOLIS, MD 21403	1,548
02	Anne Arundel	06025	06-025 BAY RIDGE CIVIC ASSOCIATION	80 E. LAKE DRIVE	ANNAPOLIS, MD 21403	1,600
02	Anne Arundel	06026	06-026 ANNAPOLIS SR. HIGH SCHOOL	2700 RIVA ROAD	ANNAPOLIS, MD 21401	1,748
02	Anne Arundel	06027	06-027 SOUTH SHORE BAPTIST CHURCH	725 HERALD HARBOR RD	CROWNSVILLE, MD 21032	961
02	Anne Arundel	06028	06-028 SOUTH SHORE ELEM. SCHOOL	1376 FAIRFIELD LOOP RD	CROWNSVILLE, MD 21032	1,534
02	Anne Arundel	06029	06-029 WEEMS CREEK BAPTIST CHURCH	600 N BESTGATE RD	ANNAPOLIS, MD 21401	1,052
02	Anne Arundel	06030	06-030 BAY RIDGE CHRISTIAN CHURCH	1071 BAY RIDGE RD	ANNAPOLIS, MD 21403	1,621
02	Anne Arundel	06031	06-031 ST. PHILIPS EPISCOPAL CHURCH	730 BESTGATE RD	ANNAPOLIS, MD 21401	1,410

02	Annie Arundel	07001	07-001 TRACEY'S ELEMENTARY SCHOOL	20 DEALE ROAD	TRACYS LANDING, MD 20779	2,376
02	Anne Arundel	07002	07-002 DEALE ELEMENTARY SCHOOL	759 MASONS BEACH RD	DEALE, MD 20751	2,333
02	Anne Arundel	07003	07-003 SHADY SIDE ELEMENTARY SCHOOL	4859 ATWELL RD	SHADY SIDE, MD 20764	1,608
02	Anne Arundel	07004	07-004 SOUTHERN SENIOR HIGH SCHOOL	4400 SOLOMONS ISLAND RD	HARWOOD, MD 20776	1,859
02	Anne Arundel	07005	07-005 EDGEWATER ELEMENTARY SCHOOL	121 WASHINGTON RD	EDGEWATER, MD 21037	2,192
02	Anne Arundel	07006	07-006 MAYO UNITED METHODIST CHURCH	1005 OLD TURKEY POINT RD	EDGEWATER, MD 21037	2,497
02	Anne Arundel	07007	07-007 DAVIDSONVILLE ELEM. SCHOOL	962 W. CENTRAL AVE	DAVIDSONVILLE, MD 21035	2,152
02	Anne Arundel	07008	07-008 SOUTHERN SENIOR HIGH SCHOOL	4400 SOLOMONS ISLAND RD	HARWOOD, MD 20776	1,950
02	Anne Arundel	07009	07-009 LOTHIAN ELEMENTARY SCHOOL	5175 SOLOMONS ISLAND ROAD	LOTHIAN, MD 20711	2,126
02	Anne Arundel	07010	07-010 MAYO ELEMENTARY SCHOOL	1260 MAYO RIDGE ROAD	EDGEWATER, MD 21037	2,037
02	Anne Arundel	07011	07-011 SOUTH RIVER SR. HIGH SCHOOL	201 E. CENTRAL AVE	EDGEWATER, MD 21037	2,071
02	Anne Arundel	07012	07-012 RIVA VOLUNTEER FIRE HALL	3123 RIVA RD	RIVA, MD 21140	2,129
02	Anne Arundel	07013	07-013 ARUNDEL VOLUNTEER FIRE HALL	2374 DAVIDSONVILLE RD	GAMBRILLS, MD 21054	2,074
02	Anne Arundel	07014	07-014 CROFTON WOODS ELEM. SCHOOL	1750 URBY DR	CROFTON, MD 21114	1,508
02	Anne Arundel	07015	07-015 CROFTON ELEMENTARY SCHOOL	1405 DUKE OF KENT DR	CROFTON, MD 21114	1,695
02	Anne Arundel	07016	07-016 PRINCE OF PEACE CHURCH ANNEX	1657 CROFTON PKW	CROFTON, MD 21114	1,963
02	Anne Arundel	07017	07-017 CROFTON MIDDLE SCHOOL	2301 DAVIDSONVILLE RD	CROFTON, MD 21114	1,844
02	Anne Arundel	07018	07-018 CROFTON ANX.-STF. DEV. CTR.-CARVER	2671 CARVER RD	GAMBRILLS, MD 21054	2,004
02	Anne Arundel	07019	07-019 EDGEWATER LIBRARY	25 STEPNEYS LN	EDGEWATER, MD 21037	2,341
02	Anne Arundel	07020	07-020 CROFTON MEADOWS ELEM. SCH.	2020 TILGHMAN DR	CROFTON, MD 21114	1,526
02	Anne Arundel	07021	07-021 SOUTHERN MIDDLE SCHOOL	5235 SOLOMONS ISLAND RD	LOTHIAN, MD 20711	2,064
02	Anne Arundel	07022	07-022 RIVA TRACE BAPTIST CHURCH	475 WEST CENTRAL AVENUE	DAVIDSONVILLE, MD 21035	2,102
02	Anne Arundel	07023	07-023 SOUTH COUNTY SENIOR CENTER	27 STEPNEYS LN	EDGEWATER, MD 21037	1,521
02	Anne Arundel	07024	07-024 CROFTON MEADOWS ELEM. SCHOOL	2020 TILGHMAN DRIVE	CROFTON, MD 21114	2,051
02	Anne Arundel	07025	07-025 ST. MATTHEWS UNITED METH. CHURCH	6234 SHADY SIDE RD	SHADY SIDE, MD 20764	1,947
02	Anne Arundel	07026	07-026 CROFTON WOODS ELEM. SCHOOL	1750 URBY DR	CROFTON, MD 21114	1,511
02	Anne Arundel	07027	07-027 CENTRAL MIDDLE SCH.-ACTIVITY CTR.	221 E CENTRAL AVE	EDGEWATER, MD 21037	1,094
03	Baltimore City	01001	SCHOOL #47 HAMPSTEAD HILL ELEM (01001)	500 S LINWOOD AVE	BALTIMORE, MD 21224	1,109
03	Baltimore City	01002	ENGINE HOUSE #5 (01002)	EASTERN & COLLINGTON AVES	BALTIMORE, MD 21231	1,680
03	Baltimore City	01003	SCHOOL #47 HAMPSTEAD HILL ELEM (01003)	500 S LINWOOD AVE	BALTIMORE, MD 21224	1,438
03	Baltimore City	01004	ST BRIGID'S PARISH CTR (01004)	900 S EAST AVE	BALTIMORE, MD 21224	2,013
03	Baltimore City	01005	HATTON SENIOR CITIZEN CTR (01005)	2825 FAIT AVE	BALTIMORE, MD 21224	2,660
03	Baltimore City	02001	ST MICHAEL'S CHURCH HALL (02001)	1 S WOLFE ST	BALTIMORE, MD 21231	911
03	Baltimore City	02002	SCHOOL #23 GENERAL WOLFE ELEM (02002)	245 S WOLFE ST	BALTIMORE, MD 21231	1,438
03	Baltimore City	02003	LEMKO HOUSE (02003)	603 S ANN ST	BALTIMORE, MD 21231	1,846
03	Baltimore City	03001	SCHOOL #57 LOMBARD MIDDLE (03001)	1601 E LOMBARD ST	BALTIMORE, MD 21231	1,387
03	Baltimore City	03002	SCHOOL #57 LOMBARD MIDDLE (03002)	1601 E LOMBARD ST	BALTIMORE, MD 21231	606
03	Baltimore City	03003	ST LEO'S CHURCH HALL (03003)	225 S EXETER ST	BALTIMORE, MD 21202	1,335
03	Baltimore City	04001	CHARLES TOWERS APTS (04001)	222 N CHARLES ST	BALTIMORE, MD 21201	1,041
03	Baltimore City	04002	STEADMAN FIRE STATION (04002)	15 S EUTAW ST	BALTIMORE, MD 21201	1,428
03	Baltimore City	04003	MURTY CTR-POE AUDITORIUM (04003)	206 N FREMONT AVE	BALTIMORE, MD 21201	511
03	Baltimore City	05001	PLEASANT VIEW GARDEN (05001)	201 N AISQUITH ST	BALTIMORE, MD 21202	1,367
03	Baltimore City	05002	MONUMENT EAST APTS (05002)	633 AISQUITH ST	BALTIMORE, MD 21202	366
03	Baltimore City	06001	SCHOOL #83 WM PACA ELEM (06001)	200 N LAKEWOOD AVE	BALTIMORE, MD 21224	1,130
03	Baltimore City	06002	SCHOOL #27 RODGERS ELEM (06002)	100 N CHESTER ST	BALTIMORE, MD 21231	538
03	Baltimore City	06003	SCHOOL #27 RODGERS ELEM (06003)	100 N CHESTER ST	BALTIMORE, MD 21231	421
03	Baltimore City	06004	SCHOOL #27 RODGERS ELEM (06004)	100 N CHESTER ST	BALTIMORE, MD 21231	926
03	Baltimore City	06005	SCHOOL #83 WM PACA ELEM (06005)	200 N LAKEWOOD AVE	BALTIMORE, MD 21224	2,033
03	Baltimore City	07001	DUNBAR DAY CARE CENTER (07001)	621 N EDEN ST	BALTIMORE, MD 21205	950
03	Baltimore City	07002	SCHOOL #13 TENCH TILGHMAN ELEM (07002)	600 N PATTERSON PARK AVE	BALTIMORE, MD 21205	339
03	Baltimore City	07003	SCHOOL #13 TENCH TILGHMAN ELEM (07003)	600 N PATTERSON PARK AVE	BALTIMORE, MD 21205	2,047
03	Baltimore City	07004	BOCEK PLAYFIELD (07004)	3000 E MADISON ST	BALTIMORE, MD 21205	2,128
03	Baltimore City	08001	THE MARYLAND STATE BOYCHOIR CENTER FOR THE ARTS (08001)	3400 NORMAN AVENUE	BALTIMORE, MD 21213	1,001
03	Baltimore City	08002	THE MARYLAND STATE BOYCHOIR CENTER FOR THE ARTS (08002)	3400 NORMAN AVENUE	BALTIMORE, MD 21213	1,163
03	Baltimore City	08003	CATHOLIC HIGH SCHOOL (08003)	2800 EDISON HWY	BALTIMORE, MD 21213	1,648
03	Baltimore City	08004	SCHOOL #36 HARFORD HGTS PRIMARY (08004)	1919 N BROADWAY	BALTIMORE, MD 21213	428
03	Baltimore City	08005	SCHOOL #36 HARFORD HGTS PRIMARY (08005)	1919 N BROADWAY	BALTIMORE, MD 21213	1,716
03	Baltimore City	08006	SCHOOL #250 DR. BERNARD HARRIS, SR ELEM (08006)	1400 N CAROLINE ST	BALTIMORE, MD 21213	1,815
03	Baltimore City	08007	SCHOOL #250 DR. BERNARD HARRIS SR, ELEM (08007)	1400 N CAROLINE ST	BALTIMORE, MD 21213	458
03	Baltimore City	08008	TRUCK CO #15 (08008)	MONTFORD AVE & MURA ST	BALTIMORE, MD 21213	774
03	Baltimore City	08009	COLLINGTON SQ REC CTR (08009)	1409 N COLLINGTON AVE	BALTIMORE, MD 21213	1,061
03	Baltimore City	08010	SCHOOL #85 FT WORTHINGTON ELEM (08010)	2701 E OLIVER ST	BALTIMORE, MD 21213	3,104
03	Baltimore City	08011	SCHOOL #86 LAKEWOOD ELEM (08011)	2625 E FEDERAL ST	BALTIMORE, MD 21213	525
03	Baltimore City	09001	CHURCH OF THE REDEEMED (09001)	4321 OLD YORK RD	BALTIMORE, MD 21212	603
03	Baltimore City	09002	ELLERSLIE APTS (09002)	601 WYANOKE AVE	BALTIMORE, MD 21218	800
03	Baltimore City	09003	SCHOOL #51 WAVERLY ELEM (09003)	3400 ELLERSLIE AVE-ENTRANCE 34TH ST	BALTIMORE, MD 21218	1,305
03	Baltimore City	09004	SCHOOL #51 WAVERLY ELEM (09004)	3400 ELLERSLIE AVE-ENTRANCE 34TH ST	BALTIMORE, MD 21218	1,756

03	Baltimore City	09005	SCHOOL #410 MERVO TECH HIGH (09005)	3500 HILLEN RD - ENTRANCE TIVOLY AVE	BALTIMORE, MD 21218	1,527
03	Baltimore City	09006	SCHOOL #410 MERVO TECH HIGH (09006)	3500 HILLEN RD - ENTRANCE TIVOLY AVE	BALTIMORE, MD 21218	1,835
03	Baltimore City	09007	SCHOOL #44 MONTEBELLO ELEM (09007)	2040 E 32ND ST	BALTIMORE, MD 21218	1,647
03	Baltimore City	09008	MASON HALL (09008)	1640-44 GORSUCH AVE	BALTIMORE, MD 21218	1,550
03	Baltimore City	09009	SCHOOL #31 COLDSTREAM PARK ELEM (09009)	1400 EXETER HALL AVE	BALTIMORE, MD 21218	797
03	Baltimore City	09010	ENGINE HOUSE #31 (09010)	3123 GREENMOUNT AVE	BALTIMORE, MD 21218	1,099
03	Baltimore City	09011	SCHOOL #31 COLDSTREAM PARK ELEM (09011)	1400 EXETER HALL AVE	BALTIMORE, MD 21218	330
03	Baltimore City	09012	MASON HALL (09012)	1640-44 GORSUCH AVE	BALTIMORE, MD 21218	1,415
03	Baltimore City	09013	SCHOOL #7 CECIL ELEM (09013)	2000 CECIL AVE	BALTIMORE, MD 21218	875
03	Baltimore City	09014	SCHOOL #7 CECIL ELEM (09014)	2000 CECIL AVE	BALTIMORE, MD 21218	1,432
03	Baltimore City	09015	OLIVER MULTI-PURPOSE CTR (09015)	1400 E FEDERAL ST	BALTIMORE, MD 21213	1,716
03	Baltimore City	10001	SCHOOL #16 JOHNSTON SQ ELEM (10001)	1101 VALLEY ST	BALTIMORE, MD 21202	1,017
03	Baltimore City	10002	WATERS TOWER (10002)	1400 E MADISON ST	BALTIMORE, MD 21205	1,144
03	Baltimore City	10003	LATROBE HOMES (10003)	900 E MADISON ST	BALTIMORE, MD 21202	582
03	Baltimore City	10004	SCHOOL #16 JOHNSTON SQ ELEM (10004)	1101 VALLEY ST	BALTIMORE, MD 21202	676
03	Baltimore City	11001	CHASE HOUSE (11001)	1027 CATHEDRAL ST	BALTIMORE, MD 21201	1,224
03	Baltimore City	11002	CHASE HOUSE (11002)	1027 CATHEDRAL ST	BALTIMORE, MD 21201	423
03	Baltimore City	11003	BROWN MEMORIAL CHURCH (11003)	1316 PARK AVENUE	BALTIMORE, MD 21217	1,124
03	Baltimore City	11004	MCCULLOH HOMES (11004)	501 DOLPHIN ST	BALTIMORE, MD 21217	932
03	Baltimore City	11005	CHASE HOUSE (11005)	1027 CATHEDRAL ST	BALTIMORE, MD 21201	503
03	Baltimore City	11006	CENTRAL LIBRARY (11006)	400 CATHEDRAL ST	BALTIMORE, MD 21201	1,954
03	Baltimore City	11007	WAXTER CTR (11007)	1000 CATHEDRAL ST	BALTIMORE, MD 21201	1,266
03	Baltimore City	12001	1ST ENGLISH LUTHERAN CHURCH (12001)	3807 N CHARLES ST	BALTIMORE, MD 21218	1,410
03	Baltimore City	12002	1ST ENGLISH LUTHERAN CHURCH (12002)	3807 N CHARLES ST	BALTIMORE, MD 21218	1,504
03	Baltimore City	12003	THE GREENMOUNT SCHOOL (12003)	501 W 30TH ST	BALTIMORE, MD 21211	593
03	Baltimore City	12004	LIBRARY #9 (12004)	33RD & BARCLAY STS	BALTIMORE, MD 21218	1,250
03	Baltimore City	12005	LIBRARY #9 (12005)	33RD & BARCLAY STS	BALTIMORE, MD 21218	1,126
03	Baltimore City	12006	SCHOOL #54 BARCLAY ELEM (12006)	2900 BARCLAY ST	BALTIMORE, MD 21218	873
03	Baltimore City	12007	SCHOOL #54 BARCLAY ELEM (12007)	2900 BARCLAY ST	BALTIMORE, MD 21218	1,209
03	Baltimore City	12008	SCHOOL #53 BRENT ELEM (12008)	100 E 26TH ST	BALTIMORE, MD 21218	1,261
03	Baltimore City	12009	THE WYMAN HOUSE (12009)	123 W 29TH ST	BALTIMORE, MD 21218	1,360
03	Baltimore City	12010	THE BRENTWOOD APTS (12010)	401 E 25TH ST	BALTIMORE, MD 21218	1,358
03	Baltimore City	12011	THE WEST TWENTY APTS (12011)	11 W 20TH ST	BALTIMORE, MD 21218	895
03	Baltimore City	12012	SCHOOL #39 D F NICHOLAS SR ELEM (12012)	201 E 21ST ST	BALTIMORE, MD 21218	1,004
03	Baltimore City	13001	KESWICK MULTI-CARE CTR (13001)	700 W 40TH ST	BALTIMORE, MD 21211	1,481
03	Baltimore City	13002	ENGINE HOUSE #21 (13002)	UNION & ROLAND AVES	BALTIMORE, MD 21211	1,021
03	Baltimore City	13003	SCHOOL #56 ROBERT POOLE MIDDLE (13003)	1300 W 36TH ST	BALTIMORE, MD 21211	1,630
03	Baltimore City	13004	SCHOOL #249 MEDFIELD HGTS ELEM (13004)	4300 BUCHANAN AVE	BALTIMORE, MD 21211	938
03	Baltimore City	13005	SHILOH UNITED CHURCH APOSTOLIC (13005)	2000 DRUID PARK DRIVE	BALTIMORE, MD 21211	673
03	Baltimore City	13006	ENGINE HOUSE #52 (13006)	3525 WOODBROOK AVE	BALTIMORE, MD 21217	635
03	Baltimore City	13007	SCHOOL #24 WESTSIDE ELEM (13007)	2235 N FULTON AVE	BALTIMORE, MD 21217	1,290
03	Baltimore City	13008	BETH AM IN TOWN SYNAGOGUE (13008)	2501 EUTAW PL	BALTIMORE, MD 21217	1,520
03	Baltimore City	13009	LAKEVIEW TOWER APTS (13009)	727 DRUID PK LK DR	BALTIMORE, MD 21217	965
03	Baltimore City	13010	SCHOOL #61 JOHN EAGER HOWARD ELEM (13010)	2011 LINDEN AVE	BALTIMORE, MD 21217	1,557
03	Baltimore City	13011	SCHOOL #55 HAMPDEN ELEM (13011)	3608 CHESTNUT AVE	BALTIMORE, MD 21211	1,749
03	Baltimore City	13012	SCHOOL #55 HAMPDEN ELEM (13012)	3608 CHESTNUT AVE	BALTIMORE, MD 21211	916
03	Baltimore City	14001	MT ROYAL RECREATION CTR (14001)	120 W MOSHER ST	BALTIMORE, MD 21217	619
03	Baltimore City	14002	MT ROYAL RECREATION CTR (14002)	120 W MOSHER ST	BALTIMORE, MD 21217	1,256
03	Baltimore City	14003	ENGINE HOUSE #13 (14003)	MCCULLOH & MCMECHEN STS	BALTIMORE, MD 21217	797
03	Baltimore City	14004	SCHOOL #11 EUTAW-MARSHBURN ELEM (14004)	1624 EUTAW PL	BALTIMORE, MD 21217	1,898
03	Baltimore City	14005	LIBRARY #17 (14005)	1531 W NORTH AVE AT PENNS	BALTIMORE, MD 21217	440
03	Baltimore City	15001	SCHOOL #177 GEORGE MCMECHEN JR/SR (15001)	4411 GARRISON BLVD	BALTIMORE, MD 21215	1,400
03	Baltimore City	15002	SCHOOL #406 FOREST PARK HIGH (15002)	3701 ELDORADO AVE	BALTIMORE, MD 21207	774
03	Baltimore City	15003	SCHOOL #251 CALLAWAY ELEM (15003)	3701 FERNHILL AVE	BALTIMORE, MD 21215	2,225
03	Baltimore City	15004	SCHOOL #58 ASHBURTON ELEM (15004)	3935 HILTON RD	BALTIMORE, MD 21215	660
03	Baltimore City	15005	SCHOOL #58 ASHBURTON ELEM (15005)	3935 HILTON RD	BALTIMORE, MD 21215	1,186
03	Baltimore City	15006	SCHOOL #60 GWYNNNS FALLS ELEM (15006)	2700 GWYNNNS FALLS PKWY	BALTIMORE, MD 21216	1,552
03	Baltimore City	15007	SCHOOL #21 HILTON ELEM (15007)	3301 CARLISLE AVE	BALTIMORE, MD 21216	1,263
03	Baltimore City	15008	LIBERTY GRACE CHURCH OF GOD (15008)	3400 COPLEY RD	BALTIMORE, MD 21215	665
03	Baltimore City	15009	SCHOOL #64 LIBERTY ELEM (15009)	3901 MAINE AVE	BALTIMORE, MD 21207	2,465
03	Baltimore City	15010	SCHOOL #87 WINDSOR HILL ELEM (15010)	4001 ALTO RD	BALTIMORE, MD 21216	1,273
03	Baltimore City	15011	SCHOOL #67 EDGEWOOD ELEM (15011)	1900 EDGEWOOD ST	BALTIMORE, MD 21216	1,190
03	Baltimore City	15012	LIBRARY #8 (15012)	3203 W NORTH AVE	BALTIMORE, MD 21216	289
03	Baltimore City	15013	LIBRARY #8 (15013)	3203 W NORTH AVE	BALTIMORE, MD 21216	704
03	Baltimore City	15014	SCHOOL #60 GWYNNNS FALLS ELEM (15014)	2700 GWYNNNS FALLS PKWY	BALTIMORE, MD 21216	1,304
03	Baltimore City	15015	EASTERWOOD PARK REC CTR (15015)	1530 N BENTALOU ST	BALTIMORE, MD 21216	793
03	Baltimore City	15016	SCHOOL #454 CARVER VOC-TECH HIGH (15016)	2201 PRESSMAN ST	BALTIMORE, MD 21216	951

03	Baltimore City	15017	SCHOOL #29 HENSON ELEM (15017)	1600 N PAYSON ST	BALTIMORE, MD 21217	1,659
03	Baltimore City	15018	SCHOOL #107 GILMOR ELEM (15018)	1311 N GILMOR ST	BALTIMORE, MD 21217	1,114
03	Baltimore City	15019	SCHOOL #157 GEORGE G KELSON ELEM (15019)	701 GOLD ST	BALTIMORE, MD 21217	1,527
03	Baltimore City	15020	SCHOOL #142 COLEMAN ELEM (15020)	2400 WINDSOR AVE	BALTIMORE, MD 21216	2,190
03	Baltimore City	15021	ENGINE HOUSE #52 (15021)	3525 WOODBROOK AVE	BALTIMORE, MD 21217	958
03	Baltimore City	15022	GREENHILL HOUSING (15022)	2501 VIOLET AVE	BALTIMORE, MD 21215	1,207
03	Baltimore City	15023	SCHOOL #254 DR MARTIN L KING JR ELEM (15023)	3750 GREENSPRING AVE	BALTIMORE, MD 21217	1,576
03	Baltimore City	15024	TOWANDA REC CTR (15024)	4100 TOWANDA AVE	BALTIMORE, MD 21215	1,830
03	Baltimore City	15025	TOWANDA REC CTR (15025)	4100 TOWANDA AVE	BALTIMORE, MD 21215	777
03	Baltimore City	16001	SCHOOL #28 PINDERHUGHES ELEM (16001)	1200 N FREMONT AVE	BALTIMORE, MD 21217	751
03	Baltimore City	16002	SCHOOL #35 HARLEM PARK ELEM (16002)	801 N STRICKER ST	BALTIMORE, MD 21217	1,374
03	Baltimore City	16003	SCHOOL #35 HARLEM PARK ELEM (16003)	801 N STRICKER ST	BALTIMORE, MD 21217	893
03	Baltimore City	16004	SCHOOL #138 TUBMAN ELEM (16004)	1807 HARLEM AVE	BALTIMORE, MD 21217	729
03	Baltimore City	16005	SANDTOWN/WINCHESTER COMM CTR (16005)	1114 N MOUNT ST	BALTIMORE, MD 21217	1,747
03	Baltimore City	16006	SCHOOL #75 CALVERTON MIDDLE (16006)	1100 WHITMORE AVE	BALTIMORE, MD 21216	1,472
03	Baltimore City	16007	EMPOWERMENT ACADEMY ELEM SCH 262 (16007)	851 BRADDISH AVE	BALTIMORE, MD 21216	896
03	Baltimore City	16008	EMPOWERMENT ACADEMY ELEM SCH 262 (16008)	851 BRADDISH AVE	BALTIMORE, MD 21216	1,359
03	Baltimore City	16009	SCHOOL #145 HAMILTON ELEM (16009)	800 POPLAR GROVE ST	BALTIMORE, MD 21216	1,514
03	Baltimore City	16010	SCHOOL #75 CALVERTON MIDDLE (16010)	1100 WHITMORE AVE	BALTIMORE, MD 21216	901
03	Baltimore City	16011	SCHOOL #63 ROSEMONT ELEM (16011)	2777 PRESSTMAN ST	BALTIMORE, MD 21216	865
03	Baltimore City	16012	SCHOOL #217 BELMONT ELEM (16012)	1406 N ELLAMONT ST	BALTIMORE, MD 21216	1,599
03	Baltimore City	16013	ST BERNARDINE'S HALL (16013)	614 MT HOLLY ST	BALTIMORE, MD 21229	1,654
03	Baltimore City	16014	SCHOOL #88 LYNDBURST ELEM (16014)	621 WILDWOOD PKYW	BALTIMORE, MD 21229	2,780
03	Baltimore City	17001	MCCULLOH HOMES (17001)	501 DOLPHIN ST	BALTIMORE, MD 21217	1,636
03	Baltimore City	17002	PROVIDENCE INSP BAP CHURCH (17002)	850 EDMONDSON AVE	BALTIMORE, MD 21201	1,116
03	Baltimore City	18001	GREATER MODEL COMMUNITY CENTER (18001)	1051 W SARATOGA ST	BALTIMORE, MD 21223	1,050
03	Baltimore City	18002	SCHOOL #10 MCHENRY ELEM (18002)	31 S SCHROEDER ST	BALTIMORE, MD 21223	1,494
03	Baltimore City	19001	SCHOOL #95 FRANKLIN SQ ELEM (19001)	1400 W LEXINGTON ST	BALTIMORE, MD 21223	1,199
03	Baltimore City	19002	SCHOOL #4 STEUART HILL ELEM (19002)	30 S GILMOR ST	BALTIMORE, MD 21223	1,926
03	Baltimore City	20001	SCHOOL #150 BENTALOU ELEM (20001)	220 N BENTALOU ST	BALTIMORE, MD 21223	1,541
03	Baltimore City	20002	SCHOOL #4 STEUART HILL ELEM (20002)	30 S GILMOR ST	BALTIMORE, MD 21223	658
03	Baltimore City	20003	SCHOOL #260 FREDERICK ELEM (20003)	2501 FREDERICK AVE	BALTIMORE, MD 21223	2,006
03	Baltimore City	20004	VOTING MACHINE WAREHOUSE (20004)	301 N FRANKLINTOWN RD	BALTIMORE, MD 21223	220
03	Baltimore City	20005	HILTON REC CTR (20005)	2950 PHELPS LN	BALTIMORE, MD 21229	961
03	Baltimore City	20006	MARY E RODMAN REC CTR (20006)	3600 W MULBERRY ST	BALTIMORE, MD 21229	3,017
03	Baltimore City	20007	SCHOOL #73 SARAH M ROACH ELEM (20007)	3434 OLD FREDERICK RD	BALTIMORE, MD 21229	1,959
03	Baltimore City	20008	SCHOOL #73 SARAH M ROACH ELEM (20008)	3434 OLD FREDERICK RD	BALTIMORE, MD 21229	533
03	Baltimore City	20009	ACADEMY OF SUCCESS (20009)	525 HURLEY AVE	BALTIMORE, MD 21223	516
03	Baltimore City	20010	SCHOOL #260 FREDERICK ELEM (20010)	2501 FREDERICK AVE	BALTIMORE, MD 21223	416
03	Baltimore City	20011	SCHOOL #98 SAMUEL F B MORSE ELEM (20011)	424 S PULASKI ST	BALTIMORE, MD 21223	1,388
03	Baltimore City	21001	SCHOOL #22 GEORGE WASHINGTON ELEM (21001)	800 SCOTT ST	BALTIMORE, MD 21230	705
03	Baltimore City	21002	SCHOOL #22 GEORGE WASHINGTON ELEM (21002)	800 SCOTT ST	BALTIMORE, MD 21230	1,165
03	Baltimore City	21003	SCHOOL #34 CHARLES CARROLL ELEM (21003)	1327 WASHINGTON BLVD	BALTIMORE, MD 21230	1,349
03	Baltimore City	21004	SCHOOL #22 GEORGE WASHINGTON ELEM (21004)	800 SCOTT ST	BALTIMORE, MD 21230	377
03	Baltimore City	22001	CHRIST CHURCH HARBOR APTS., INC. (22001)	600 LIGHT STREET	BALTIMORE, MD 21230	905
03	Baltimore City	22002	ENGINE HOUSE #2 (22002)	800 LIGHT ST	BALTIMORE, MD 21230	1,261
03	Baltimore City	23001	SOUTH BALTIMORE LEARNING CTR (23001)	28 E OSTEND ST-ENTRANCE PATAPSCO ST	BALTIMORE, MD 21230	1,182
03	Baltimore City	23002	SOLO GIBBS (PAL) CTR (23002)	1044 LEADENHALL ST AT CROSS ST	BALTIMORE, MD 21230	822
03	Baltimore City	23003	SCHOOL #84 JOHNSON ELEM (23003)	100 E HEATH ST	BALTIMORE, MD 21230	1,517
03	Baltimore City	24001	SCHOOL #45 FEDERAL HILL ELEM (24001)	1040 WILLIAM ST	BALTIMORE, MD 21230	599
03	Baltimore City	24002	HOLY CROSS CHURCH HALL (24002)	108 E WEST ST	BALTIMORE, MD 21230	727
03	Baltimore City	24003	SCHOOL #416 DIGITAL HARBOR HIGH (24003)	1100 COVINGTON ST	BALTIMORE, MD 21230	1,546
03	Baltimore City	24004	SCHOOL #84 JOHNSON ELEM (24004)	100 E HEATH ST	BALTIMORE, MD 21230	2,085
03	Baltimore City	24005	SCHOOL #76 F SCOTT KEY ELEM (24005)	1425 E FORT AVE	BALTIMORE, MD 21230	2,061
03	Baltimore City	25001	SCHOOL #246 BEECHFIELD ELEM (25001)	301 S BEECHFIELD AVE	BALTIMORE, MD 21229	2,134
03	Baltimore City	25002	SCHOOL #246 BEECHFIELD ELEM (25002)	301 S BEECHFIELD AVE	BALTIMORE, MD 21229	1,614
03	Baltimore City	25003	SCHOOL #226 VIOLETVILLE ELEM/MID (25003)	1207 PINE HGTS AVE	BALTIMORE, MD 21229	2,010
03	Baltimore City	25004	SCHOOL #220 MORRELL PARK ELEM/MID (25004)	2601 TOLLEY ST	BALTIMORE, MD 21230	1,956
03	Baltimore City	25005	SCHOOL #12 LAKELAND ELEM/MID (25005)	2921 STRANDEN RD (REC CTR)	BALTIMORE, MD 21230	1,706
03	Baltimore City	25006	SCHOOL #225 WESTPORT ELEM (25006)	2401 NEVADA ST	BALTIMORE, MD 21230	912
03	Baltimore City	25007	ENGINE HOUSE #58 (25007)	2425 & 1/2 ANNAPOLIS RD	BALTIMORE, MD 21230	453
03	Baltimore City	25008	SCHOOL #164 ARUNDEL ELEM (25008)	2400 ROUND RD	BALTIMORE, MD 21225	2,072
03	Baltimore City	25009	SCHOOL #163 PATAPSCO ELEM (25009)	844 ROUNDVIEW RD	BALTIMORE, MD 21225	1,065
03	Baltimore City	25010	SCHOOL #181 SOUTHSIDE ACADEMY (25010)	2700 SEAMON AVE	BALTIMORE, MD 21225	1,243
03	Baltimore City	25011	SCHOOL #203 FARRING ELEM (25011)	300 PONTIAC AVE	BALTIMORE, MD 21225	569
03	Baltimore City	25012	ST ROSE OF LIMA CHURCH (25012)	410 JEFFREY ST	BALTIMORE, MD 21225	1,148
03	Baltimore City	25013	BROOKLYN REC CTR (PAL CTR) (25013)	3560 THIRD ST	BALTIMORE, MD 21225	639

03	Baltimore City	25014	BROOKLYN HOMES (25014)	4140 TENTH ST	BALTIMORE, MD 21225	857
03	Baltimore City	25015	SCHOOL #239 FRANKLIN JR HIGH (25015)	1201 CAMBRIA ST	BALTIMORE, MD 21225	912
03	Baltimore City	25016	CURTIS BAY REC CTR (25016)	1620 FILBERT ST	BALTIMORE, MD 21226	1,210
03	Baltimore City	26001	ST HELENA COMMUNITY ASSOC (26001)	6509 COLGATE AVE	BALTIMORE, MD 21222	315
03	Baltimore City	26002	SCHOOL #240 GRACELAND PARK ELEM (26002)	6300 O'DONNELL ST	BALTIMORE, MD 21224	1,512
03	Baltimore City	26003	SCHOOL #240 GRACELAND PARK ELEM (26003)	6300 O'DONNELL ST	BALTIMORE, MD 21224	1,136
03	Baltimore City	26004	SCHOOL #405 PATTERSON SR HIGH (26004)	100 KANE ST	BALTIMORE, MD 21224	919
03	Baltimore City	26005	JOSEPH LEE FIELDHOUSE (26005)	5900 E PRATT ST	BALTIMORE, MD 21224	449
03	Baltimore City	26006	SCHOOL #228 RUHRAH ELEM (26006)	701 S RAPPOLLA ST	BALTIMORE, MD 21224	832
03	Baltimore City	26007	ST NICHOLAS' CHURCH HALL (26007)	REAR - 520 S PONCA ST	BALTIMORE, MD 21224	685
03	Baltimore City	26008	CANTON BAPTIST CHURCH (26008)	3302 TOONE ST	BALTIMORE, MD 21224	533
03	Baltimore City	26009	SCHOOL #230 CANTON MIDDLE (26009)	801 S HIGHLAND AVE	BALTIMORE, MD 21224	2,267
03	Baltimore City	26010	SCHOOL #215 HIGHLANDTOWN ELEM (26010)	3223 E PRATT ST	BALTIMORE, MD 21224	1,887
03	Baltimore City	26011	JOHN BOOTH SR CTR (26011)	229 1/2 EATON ST	BALTIMORE, MD 21224	825
03	Baltimore City	26012	ENGINE HOUSE #51 (26012)	646 N HIGHLAND AVE	BALTIMORE, MD 21205	543
03	Baltimore City	26013	CARROLL COOK REC CTR (26013)	5061 E EAGER ST	BALTIMORE, MD 21202	708
03	Baltimore City	26014	COMMUNITY BUILDING (26014)	931 ARMISTEAD WAY	BALTIMORE, MD 21205	714
03	Baltimore City	26015	SCHOOL #105 MORAVIA PARK UPPER BLDG (26015)	6001 FRANKFORD AVE	BALTIMORE, MD 21206	1,153
03	Baltimore City	26016	SCHOOL #170 THURGOOD MARSHALL MIDDLE (26016)	5001 SINCLAIR LN	BALTIMORE, MD 21206	1,168
03	Baltimore City	26017	CLAREMONT (26017)	4320 CLAREWAY	BALTIMORE, MD 21213	230
03	Baltimore City	26018	SCHOOL #248 SINCLAIR LANE ELEM (26018)	3880 SINCLAIR LN	BALTIMORE, MD 21213	2,339
03	Baltimore City	26019	LIBRARY #29 (26019)	3801 ERDMAN AVE	BALTIMORE, MD 21213	1,243
03	Baltimore City	26020	SCHOOL #231 BREHMS LANE ELEM (26020)	3536 BREHMS LN	BALTIMORE, MD 21213	630
03	Baltimore City	26021	SCHOOL #231 BREHMS LANE ELEM (26021)	3536 BREHMS LN	BALTIMORE, MD 21213	2,251
03	Baltimore City	26022	JERUSALEM LUTH CHURCH (26022)	4605 BELAIR RD	BALTIMORE, MD 21206	626
03	Baltimore City	26023	JERUSALEM LUTH CHURCH (26023)	4605 BELAIR RD	BALTIMORE, MD 21206	942
03	Baltimore City	26024	SCHOOL #49 NORTHEAST MIDDLE (26024)	5001 MORAVIA RD	BALTIMORE, MD 21206	1,771
03	Baltimore City	26025	SCHOOL #206 FURLEY ELEM (26025)	4633 FURLEY AVE	BALTIMORE, MD 21206	1,378
03	Baltimore City	26026	SCHOOL #211 GARDENVILLE ELEM (26026)	5300 BELAIR RD	BALTIMORE, MD 21206	1,426
03	Baltimore City	26027	SCHOOL #210 HAZELWOOD ELEM (26027)	4517 HAZELWOOD AVE	BALTIMORE, MD 21206	1,130
03	Baltimore City	26028	SCHOOL #210 HAZELWOOD ELEM (26028)	4517 HAZELWOOD AVE	BALTIMORE, MD 21206	968
03	Baltimore City	26029	SCHOOL #210 HAZELWOOD ELEM (26029)	4517 HAZELWOOD AVE	BALTIMORE, MD 21206	3,454
03	Baltimore City	26030	ENGINE HOUSE #54 (26030)	5821 BELAIR RD	BALTIMORE, MD 21206	740
03	Baltimore City	26031	ENGINE HOUSE #54 (26031)	5821 BELAIR RD	BALTIMORE, MD 21206	601
03	Baltimore City	27001	JERUSALEM EV LUTHERAN CHURCH (27001)	4605 BELAIR RD	BALTIMORE, MD 21206	1,817
03	Baltimore City	27002	RAY OF HOPE BAPTIST CHURCH (27002)	3000 PARKSIDE DR	BALTIMORE, MD 21214	579
03	Baltimore City	27003	ENGINE HOUSE #42 (27003)	4522 HARFORD RD	BALTIMORE, MD 21214	581
03	Baltimore City	27004	HARFORD CTR FOR SR CITIZENS (27004)	4920 HARFORD RD	BALTIMORE, MD 21214	490
03	Baltimore City	27005	SCHOOL #41 HAMILTON MIDDLE (27005)	5609 SEFTON AVE	BALTIMORE, MD 21214	1,945
03	Baltimore City	27006	SCHOOL #211 GARDENVILLE ELEM (27006)	5300 BELAIR RD	BALTIMORE, MD 21206	2,529
03	Baltimore City	27007	SCHOOL #235 GLENMOUNT ELEM/MID (27007)	6211 WALTHER AVE	BALTIMORE, MD 21206	1,041
03	Baltimore City	27008	SCHOOL #235 GLENMOUNT ELEM/MID (27008)	6211 WALTHER AVE	BALTIMORE, MD 21206	2,004
03	Baltimore City	27009	ENGINE HOUSE #56 (27009)	6512 HARFORD RD	BALTIMORE, MD 21234	1,204
03	Baltimore City	27010	OVERLEA UNITED METH CHURCH (27010)	3902 OVERLEA AVE	BALTIMORE, MD 21206	620
03	Baltimore City	27011	WOODHOME REC CTR (27011)	7310 MOYER AVE	BALTIMORE, MD 21234	2,076
03	Baltimore City	27012	NORTH HARFORD REC CTR (27012)	6800 HAMLET AVE	BALTIMORE, MD 21234	522
03	Baltimore City	27013	PROFESSIONAL DEVELOPMENT CTR SCH #93 (27013)	2500 E NORTHERN PKWY	BALTIMORE, MD 21214	2,443
03	Baltimore City	27014	SCHOOL #236 HAMILTON ELEM/MID (27014)	6101 OLD HARFORD RD	BALTIMORE, MD 21214	2,162
03	Baltimore City	27015	SCHOOL #418 DR. W.E.B. DUBOIS SR HS (27015)	2201 PINWOOD AVE	BALTIMORE, MD 21214	1,704
03	Baltimore City	27016	SCHOOL #212 GARRETT HGTS ELEM (27016)	2800 AILSA AVE	BALTIMORE, MD 21214	551
03	Baltimore City	27017	SCHOOL #212 GARRETT HGTS ELEM (27017)	2800 AILSA AVE	BALTIMORE, MD 21214	1,063
03	Baltimore City	27018	ENGINE HOUSE #42 (27018)	4522 HARFORD RD	BALTIMORE, MD 21214	1,760
03	Baltimore City	27019	SCHOOL #219 YORKWOOD ELEM (27019)	5931 YORKWOOD RD	BALTIMORE, MD 21239	622
03	Baltimore City	27020	SCHOOL #245 LEITH WALK ELEM SCH (27020)	1235 SHERWOOD AVENUE	BALTIMORE, MD 21239	2,103
03	Baltimore City	27021	SCHOOL #219 YORKWOOD ELEM (27021)	5931 YORKWOOD RD	BALTIMORE, MD 21239	2,100
03	Baltimore City	27022	SCHOOL #242 NORTHWOOD ELEM (27022)	5201 LOCH RAVEN BLVD	BALTIMORE, MD 21239	2,427
03	Baltimore City	27023	SCHOOL #242 NORTHWOOD ELEM (27023)	5201 LOCH RAVEN BLVD	BALTIMORE, MD 21239	525
03	Baltimore City	27024	SCHOOL #242 NORTHWOOD ELEM (27024)	5201 LOCH RAVEN BLVD	BALTIMORE, MD 21239	599
03	Baltimore City	27025	NORTHWOOD APPOLD COMM ACADEMY (27025)	4417 LOCH RAVEN BLVD	BALTIMORE, MD 21218	1,264
03	Baltimore City	27026	LIBRARY #10 (27026)	4420 LOCH RAVEN BLVD	BALTIMORE, MD 21218	914
03	Baltimore City	27027	LIBRARY #10 (27027)	4420 LOCH RAVEN BLVD	BALTIMORE, MD 21218	1,551
03	Baltimore City	27028	SCHOOL #46 CHINQUAPIN MIDDLE (27028)	900 WOODBOURNE AVE AT TUNBRIDGE	BALTIMORE, MD 21212	1,278
03	Baltimore City	27029	SCHOOL #46 CHINQUAPIN MIDDLE (27029)	900 WOODBOURNE AVE AT TUNBRIDGE	BALTIMORE, MD 21212	823
03	Baltimore City	27030	SCHOOL #242 NORTHWOOD ELEM (27030)	5201 LOCH RAVEN BLVD	BALTIMORE, MD 21239	1,369
03	Baltimore City	27031	SCHOOL #245 LEITH WALK ELEM (27031)	1235 SHERWOOD AVE	BALTIMORE, MD 21239	1,949
03	Baltimore City	27032	NORTHSIDE BAPTIST CHURCH (27032)	1100 E NORTHERN PKWY	BALTIMORE, MD 21239	2,068
03	Baltimore City	27033	SCHOOL #213 GOVANS ELEM (27033)	500 CAMPBELL LN AT GOVANE	BALTIMORE, MD 21212	2,121

03	Baltimore City	27034	DEWEESE REC CTR/ PAL CTR (27034)	5501 IVANHOE AVE	BALTIMORE, MD 21212	1,451
03	Baltimore City	27035	SCHOOL #209 WINSTON MIDDLE (27035)	1101 WINSTON AVE	BALTIMORE, MD 21212	2,765
03	Baltimore City	27036	SCHOOL #214 GUILFORD MIDDLE (27036)	4520 YORK RD	BALTIMORE, MD 21212	937
03	Baltimore City	27037	SCHOOL #214 GUILFORD MIDDLE (27037)	4520 YORK RD	BALTIMORE, MD 21212	623
03	Baltimore City	27038	GOVANS MANOR (27038)	5220 YORK RD	BALTIMORE, MD 21212	1,588
03	Baltimore City	27039	ST MARY'S CHURCH OF GOVANS (27039)	5502 YORK RD	BALTIMORE, MD 21212	771
03	Baltimore City	27040	GRACE UNITED METHODIST CHURCH (27040)	5407 N CHARLES ST	BALTIMORE, MD 21210	1,470
03	Baltimore City	27041	GRACE UNITED METHODIST CHURCH (27041)	5407 N CHARLES ST	BALTIMORE, MD 21210	1,695
03	Baltimore City	27042	FIRST CHRISTIAN CHURCH (27042)	5802 ROLAND AVE	BALTIMORE, MD 21210	1,509
03	Baltimore City	27043	SCHOOL #407 WESTERN HIGH (27043)	4600 FALLS RD	BALTIMORE, MD 21209	750
03	Baltimore City	27044	SCHOOL #233 ROLAND PARK MIDDLE (27044)	5207 ROLAND AVE	BALTIMORE, MD 21210	1,095
03	Baltimore City	27045	ST DAVID'S CHURCH (27045)	4700 ROLAND AVE	BALTIMORE, MD 21210	1,659
03	Baltimore City	27046	BOLTON STREET SYNAGOGUE (27046)	212 W COLDSRING LN	BALTIMORE, MD 21210	795
03	Baltimore City	27047	SCHOOL #249 MEDFIELD HGTS ELEM (27047)	4300 BUCHANAN AVE	BALTIMORE, MD 21211	954
03	Baltimore City	27048	RUSCOMBE GARDEN APTS (27048)	4800 YELLOWWOOD AVE	BALTIMORE, MD 21209	850
03	Baltimore City	27049	SHRINE OF THE SACRED HEART (27049)	5800 SMITH AVE	BALTIMORE, MD 21209	2,534
03	Baltimore City	27050	ELDERSLIE METHODIST CHURCH (27050)	5601 PIMLICO RD	BALTIMORE, MD 21209	1,133
03	Baltimore City	27051	LEVINDALE HOME (27051)	2434 W BELVEDERE AVE	BALTIMORE, MD 21215	230
03	Baltimore City	27052	SCHOOL #223 PIMLICO ELEM (27052)	4849 PIMLICO RD	BALTIMORE, MD 21215	2,516
03	Baltimore City	27053	SCHOOL #62 EDGEcombe CIRCLE ELEM (27053)	2835 VIRGINIA AVE	BALTIMORE, MD 21215	1,518
03	Baltimore City	27054	C.C. JACKSON REC CTR (27054)	4910 PARK HGTS AVE	BALTIMORE, MD 21215	551
03	Baltimore City	27055	SCHOOL #5 LANGSTON HUGHES ELEM (27055)	5011 ARBUTUS AVE	BALTIMORE, MD 21215	813
03	Baltimore City	27056	BEL-PARK TOWER (27056)	3800 W BELVEDERE AVE	BALTIMORE, MD 21215	1,087
03	Baltimore City	27057	BEL-PARK TOWER (27057)	3800 W BELVEDERE AVE	BALTIMORE, MD 21215	1,950
03	Baltimore City	27058	SCHOOL #223 PIMLICO ELEM (27058)	4849 PIMLICO RD	BALTIMORE, MD 21215	632
03	Baltimore City	27059	JEWISH COMMUNITY CENTER (27059)	5700 PARK HEIGHTS AVE	BALTIMORE, MD 21215	840
03	Baltimore City	27060	JEWISH COMMUNITY CENTER (27060)	5700 PARK HEIGHTS AVE	BALTIMORE, MD 21215	847
03	Baltimore City	27061	JEWISH COMMUNITY CENTER (27061)	5700 PARK HEIGHTS AVE	BALTIMORE, MD 21215	1,154
03	Baltimore City	27062	SCHOOL #401 NORTHWESTERN SR HIGH (27062)	6900 PARK HGTS AVE	BALTIMORE, MD 21215	2,116
03	Baltimore City	27063	SCHOOL #247 CROSS COUNTRY ELEM (27063)	6100 CROSS COUNTRY BLVD	BALTIMORE, MD 21215	1,393
03	Baltimore City	27064	ENGINE HOUSE #45 (27064)	2700 GLEN AVE AT CROSS COUNTRY BLVD.	BALTIMORE, MD 21215	1,491
03	Baltimore City	27065	SCHOOL #247 CROSS COUNTRY ELEM (27065)	6100 CROSS COUNTRY BLVD	BALTIMORE, MD 21215	2,838
03	Baltimore City	27066	SCHOOL #401 NORTHWESTERN SR HIGH (27066)	6900 PARK HGTS AVE	BALTIMORE, MD 21215	2,034
03	Baltimore City	27067	SCHOOL #241 FALLSTAFF MIDDLE (27067)	3801 FALLSTAFF RD	BALTIMORE, MD 21215	1,918
03	Baltimore City	28001	SCHOOL #241 FALLSTAFF MIDDLE (28001)	3801 FALLSTAFF RD	BALTIMORE, MD 21215	1,242
03	Baltimore City	28002	SCHOOL #224 GROVE PARK ELEM (28002)	5545 KENNISON AVE	BALTIMORE, MD 21215	2,031
03	Baltimore City	28003	SCHOOL #177 GEORGE MCMECHEN JR/SR (28003)	4411 GARRISON BLVD	BALTIMORE, MD 21215	413
03	Baltimore City	28004	SCHOOL #256 CALVIN RODWELL ELEM (28004)	3501 HILLSDALE RD	BALTIMORE, MD 21207	623
03	Baltimore City	28005	FOREST PARK SR CITIZEN CTR (28005)	4801 LIBERTY HGTS AVE	BALTIMORE, MD 21207	1,548
03	Baltimore City	28006	FOREST PARK SR CITIZEN CTR (28006)	4801 LIBERTY HGTS AVE	BALTIMORE, MD 21207	2,238
03	Baltimore City	28007	SCHOOL #256 CALVIN RODWELL ELEM (28007)	3501 HILLSDALE RD	BALTIMORE, MD 21207	1,162
03	Baltimore City	28008	LIBERTY RECREATION CTR (28008)	3901 MAINE AVE	BALTIMORE, MD 21207	1,332
03	Baltimore City	28009	SCHOOL #201 DICKEY HILL ELEM (28009)	5025 DICKEY HILL RD	BALTIMORE, MD 21207	1,732
03	Baltimore City	28010	ST WILLIAM OF YORK SCHOOL (28010)	600 COOKS LN	BALTIMORE, MD 21229	1,804
03	Baltimore City	28011	SCHOOL #232 THOMAS JEFFERSON ELEM (28011)	605 DRYDEN DR	BALTIMORE, MD 21229	1,908
03	Baltimore City	28012	SCHOOL #232 THOMAS JEFFERSON ELEM (28012)	605 DRYDEN DR	BALTIMORE, MD 21229	363
03	Baltimore City	28013	SCHOOL #400 EDMONDSON-WESTSIDE SR (28013)	501 ATHOL AVE	BALTIMORE, MD 21229	1,269
03	Baltimore City	28014	SCHOOL #246 ANNEX BEECHFIELD ELEM (28014)	301 S BEECHFIELD AVE	BALTIMORE, MD 21229	525
03	Baltimore City	28015	SCHOOL #80 WEST BALTIMORE MDL (28015)	201 NORTHBEND RD	BALTIMORE, MD 21229	2,416
04	Baltimore County	0101.1	WOODLAWN HIGH SCHOOL, CAFE	1801 WOODLAWN DRIVE	BALTIMORE, MD 21207	3,685
04	Baltimore County	0102.1	CHADWICK ELEMENTARY SCHOOL, GYM	1918 WINDER ROAD	BALTIMORE, MD 21207	1,652
04	Baltimore County	0103.1	WOODBIDGE ELEM SCH - GYM	1410 PLEASANT VALLEY DRIVE	BALTIMORE, MD 21228	3,003
04	Baltimore County	0104.1	WOODBIDGE ELEM - CAFETERIA	1410 PLEASANT VALLEY DRIVE	BALTIMORE, MD 21228	2,845
04	Baltimore County	0105.1	JOHNNYCAKE ELEMENTARY SCHOOL, MULTI-PURPOSE	5910 CRAIGMONT ROAD	BALTIMORE, MD 21228	3,453
04	Baltimore County	0106.1	EDMONDSON HEIGHTS ELEM SCH, GYM	1600 LANGFORD ROAD	BALTIMORE, MD 21207	3,403
04	Baltimore County	0107.1	WESTOWNE ELEM SCHOOL-CAFE	401 HARLEM LANE	BALTIMORE, MD 21228	1,651
04	Baltimore County	0108.1	WESTOWNE ELEM SCHOOL - GYM	401 HARLEM LANE	BALTIMORE, MD 21228	3,717
04	Baltimore County	0109.1	BANNEKER COMMUNITY CENTER, GYM	27 MAIN AVE	BALTIMORE, MD 21228	2,837
04	Baltimore County	0110.1	HILLCREST ELEM. SCHOOL-CAF	1500 FREDERICK ROAD	BALTIMORE, MD 21228	2,847
04	Baltimore County	0111.1	ST PAUL LUTHERAN CHURCH, FELLOWSHIP HALL	2001 OLD FREDERICK ROAD	BALTIMORE, MD 21228	2,314
04	Baltimore County	0112.1	CATONSVILLE MIDDLE SCHOOL, CAFE	2301 EDMONDSON AVENUE	BALTIMORE, MD 21228	3,103
04	Baltimore County	0113.1	HILLCREST ELEM. SCHOOL-GYM	1500 FREDERICK ROAD	BALTIMORE, MD 21228	2,540
04	Baltimore County	0114.1	CATONSVILLE HIGH SCHOOL, GYM	421 BLOOMSBURY AVENUE	BALTIMORE, MD 21228	2,604
04	Baltimore County	0115.1	WESTERN SCHOOL OF TECHNOLOGY, GYM	100 KENWOOD AVENUE	BALTIMORE, MD 21228	2,892
04	Baltimore County	0116.1	CHARLESTOWN RETIREMENT COM, CONF.CNTR.	719 MAIDEN CHOICE LANE	BALTIMORE, MD 21228	2,350
04	Baltimore County	0117.1	DOGWOOD ELEMENTARY SCH - GYM	7215 DOGWOOD ROAD	BALTIMORE, MD 21244	3,184
04	Baltimore County	0201.1	POWHATAN ELEM SCHOOL - GYM	3300 KELOX RD	BALTIMORE, MD 21207	1,667

04	Baltimore County	0202.1	POWHATAN ELEM SCHOOL - CAF	3300 KELOX RD	BALTIMORE, MD 21207	3,030
04	Baltimore County	0203.1	FEATHERBED LN ELEM/PRIM SCH., MULTI-PURPOSE	6700 RICHARDSON RD	BALTIMORE, MD 21207	2,515
04	Baltimore County	0204.1	WOODMOOR ELEMENTARY SCHOOL, MULTI-PURPOSE	3200 ELBA DRIVE	BALTIMORE, MD 21207	2,964
04	Baltimore County	0205.1	HEBBVILLE ELEMENTARY SCHOOL, MULT-PURPOSE ROOM	3335 WASHINGTON AVENUE	BALTIMORE, MD 21207	1,878
04	Baltimore County	0206.1	MILFORD MILL ACADEMY - GYM	3800 WASHINGTON AVENUE	BALTIMORE, MD 21244	3,058
04	Baltimore County	0207.1	OLD COURT MIDDLE SCHOOL-CAFE	4627 OLD COURT RD	BALTIMORE, MD 21208	2,112
04	Baltimore County	0208.1	WINAND ELEMENTARY SCHOOL, CAFE	8301 SCOTTS LEVEL ROAD	BALTIMORE, MD 21208	2,858
04	Baltimore County	0209.1	SCOTTS BRANCH ELEM SCHOOL, CAFE	8220 TAWNMOORE ROAD	BALTIMORE, MD 21244	1,756
04	Baltimore County	0210.1	WINFIELD ELEMENTARY SCHOOL	8300 CARLSON LANE	BALTIMORE, MD 21244	3,386
04	Baltimore County	0211.1	COMMUNITY SUPPORT FOR THE DEAF	3113 RICHWOOD AVENUE	BALTIMORE, MD 21244	3,953
04	Baltimore County	0212.1	LIBERTY SENIOR CENTER, MULTI-PURPOSE RM	3525 RESOURCE DRIVE	RANDALLSTOWN, MD 21133	3,619
04	Baltimore County	0213.1	CHURCH LA ELEM/TECH - MULTI RM	3820 FERNSIDE ROAD	RANDALLSTOWN, MD 21133	3,171
04	Baltimore County	0214.1	RANDALLSTOWN HIGH SCHOOL-LOBBY	4000 OFFUTT ROAD	RANDALLSTOWN, MD 21133	3,566
04	Baltimore County	0215.1	NEW TOWN ELEM SCHOOL - CAF	4924 NEW TOWN BOULEVARD	OWINGS MILLS, MD 21117	3,236
04	Baltimore County	0216.1	CHURCH LANE ELEM/TECH - CAF	3820 FERNSIDE ROAD	RANDALLSTOWN, MD 21133	1,376
04	Baltimore County	0217.1	RANDALLSTOWN HIGH SCHOOL - CAF	4000 OFFUTT ROAD	RANDALLSTOWN, MD 21133	2,554
04	Baltimore County	0218.1	HERNWOOD ELEM SCHOOL - CAF	9919 MARRIOTTSVILLE RD	RANDALLSTOWN, MD 21133	1,283
04	Baltimore County	0219.1	GRANITE PRESBYTERIAN CHURCH	10637 OLD COURT RD	WOODSTOCK, MD 21163	1,292
04	Baltimore County	0220.1	DEER PARK MID/MAG SCHOOL - CAF	9830 WINANS RD	RANDALLSTOWN, MD 21133	730
04	Baltimore County	0221.1	WARDS CHAPEL METHODIST CHURCH	11023 LIBERTY ROAD	RANDALLSTOWN, MD 21133	925
04	Baltimore County	0222.1	HERNWOOD ELEM SCHOOL-REC	9919 MARRIOTTSVILLE RD	RANDALLSTOWN, MD 21133	36
04	Baltimore County	0223.1	OLD COURT MIDDLE SCH - LIBRARY	4627 OLD COURT RD	BALTIMORE, MD 21208	514
04	Baltimore County	0224.1	DEERPARK MID/MAG SCHOOL-GYM	9830 WINANS ROAD	RANDALLSTOWN, MD 21133	2,448
04	Baltimore County	0225.1	NORTH OAKS RETIREMENT CENTER	725 MT WILSON LA	BALTIMORE, MD 21208	609
04	Baltimore County	0226.1	NEW TOWN ELEM SCHOOL - GYM	4924 NEW TOWN BLVD	OWINGS MILLS, MD 21117	1,984
04	Baltimore County	0227.1	DEER PARK ELEM SCHOOL - GYM	9809 LYONS MILL RD	OWINGS MILLS, MD 21117	1,715
04	Baltimore County	0228.1	MILFORD MILL ACADEMY - CAF	3800 WASHINGTON AVE	BALTIMORE, MD 21244	190
04	Baltimore County	0229.1	NEW TOWN HIGH SCHOOL - CAF	4931 NEW TOWN BLVD	OWINGS MILLS, MD 21117	2,595
04	Baltimore County	0301.1	AUGSBURG LUTHERAN HOME	6811 CAMPFIELD RD	BALTIMORE, MD 21207	3,416
04	Baltimore County	0302.1	MILBROOK ELEMENTARY SCHOOL	4300 CREST HEIGHTS ROAD	BALTIMORE, MD 21215	2,327
04	Baltimore County	0303.1	SUDBROOK MAGNET MIDDLE SCH	4300 BEDFORD ROAD	BALTIMORE, MD 21208	2,269
04	Baltimore County	0304.1	BEDFORD ELEMENTARY SCHOOL	7407 DORMAN DRIVE	BALTIMORE, MD 21208	1,699
04	Baltimore County	0305.1	PIKESVILLE ARMORY	610 REISTERSTOWN RD	BALTIMORE, MD 21208	2,853
04	Baltimore County	0306.1	PIKESVILLE MIDDLE SCHOOL	7701 SEVEN MILE LANE	BALTIMORE, MD 21208	2,683
04	Baltimore County	0307.1	PIKESVILLE HIGH SCHOOL	7621 LABYRINTH ROAD	BALTIMORE, MD 21208	3,135
04	Baltimore County	0308.1	SUMMIT PARK ELEM SCHOOL - CAF	6920 DIANA ROAD	BALTIMORE, MD 21209	2,846
04	Baltimore County	0309.1	SUMMIT PARK ELEM SCHOOL - GYM	6920 DIANA ROAD	BALTIMORE, MD 21209	2,883
04	Baltimore County	0310.1	FORT GARRISON ELEM - MULTI RM	3310 WOODVALLEY DRIVE	BALTIMORE, MD 21208	3,285
04	Baltimore County	0311.1	WOODHOLME ELEMENTARY SCHOOL-GYM	300 MOUNT WILSON LANE	BALTIMORE, MD 21208	3,018
04	Baltimore County	0312.1	GARRISON FIRE STATION	15 KENMAR AVENUE	OWINGS MILLS, MD 21117	2,025
04	Baltimore County	0313.1	FORT GARRISON ELEM SCH - CAF	3310 WOODVALLEY DRIVE	BALTIMORE, MD 21208	2,316
04	Baltimore County	0314.1	WOODHOLME ELEM-REC COUNCIL RM	300 MOUNT WILSON LANE	BALTIMORE, MD 21208	1,274
04	Baltimore County	0401.1	OWINGS MILLS HIGH SCHOOL	124 TOLLGATE ROAD	OWINGS MILLS, MD 21117	3,317
04	Baltimore County	0402.1	TIMBER GROVE ELEMENTARY SCHOOL	701 ACADEMY AVENUE	OWINGS MILLS, MD 21117	2,827
04	Baltimore County	0403.1	HAR SINAI CONGREGATION	2905 WALNUT AVE	OWINGS MILLS, MD 21117	3,066
04	Baltimore County	0404.1	GLYNDON ELEMENTARY SCHOOL-CAF	445 GLYNDON DRIVE	REISTERSTOWN, MD 21136	3,610
04	Baltimore County	0405.1	GLYNDON ELEMENTARY SCHOOL-GYM	445 GLYNDON ROAD	REISTERSTOWN, MD 21136	2,466
04	Baltimore County	0406.1	REISTERSTOWN ELEMENTARY SCHOOL	223 WALGROVE ROAD	REISTERSTOWN, MD 21136	2,438
04	Baltimore County	0407.1	FRANKLIN MIDDLE SCHOOL	10 COCKEYSMILL ROAD	REISTERSTOWN, MD 21136	3,427
04	Baltimore County	0408.1	CHATSWORTH SCHOOL	222 NEW AVENUE	REISTERSTOWN, MD 21136	3,470
04	Baltimore County	0409.1	BORING VOLUNTEER FIRE DEPT	14711 OLD HANOVER ROAD	BORING, MD 21020	1,644
04	Baltimore County	0410.1	FRANKLIN ELEM SCHOOL - GYM	33 COCKEYSMILL ROAD	REISTERSTOWN, MD 21136	1,757
04	Baltimore County	0411.1	BUTLER VOL FIRE COMPANY	15019 FALLS ROAD	BUTLER, MD 21023	409
04	Baltimore County	0412.1	CEDARMERE ELEM SCHOOL	17 NICODEMUS ROAD	REISTERSTOWN, MD 21136	2,521
04	Baltimore County	0413.1	CHESTNUT RIDGE VOL FIRE CO	12020 GREENSPRING AVE	OWINGS MILLS, MD 21117	525
04	Baltimore County	0414.1	CHRIST THE KING LUTH CHURCH	515 ACADEMY AVE	OWINGS MILLS, MD 21117	2,632
04	Baltimore County	0501.1	FIFTH DISTRICT ELEM SCHOOL	3725 MOUNT CARMEL ROAD	UPPERCO, MD 21155	3,249
04	Baltimore County	0601.1	PRETTYBOY ELEMENTARY SCHOOL	19810 MIDDLETOWN ROAD	FREELAND, MD 21053	1,841
04	Baltimore County	0602.1	GUNPOWDER BAPTIST CHURCH	20074 MIDDLETOWN RD	FREELAND, MD 21053	2,139
04	Baltimore County	0701.1	SEVENTH DISTRICT ELEM SCHOOL	20300 YORK ROAD	PARKTON, MD 21120	2,789
04	Baltimore County	0702.1	PARKTON AMERICAN LEGION POST #256	19520 YORK ROAD	PARKTON, MD 21120	963
04	Baltimore County	0703.1	HEREFORD HIGH SCHOOL	17301 YORK ROAD	PARKTON, MD 21120	2,381
04	Baltimore County	0801.1	SPARKS ELEMENTARY SCHOOL, CAFETERIA	601 BELFAST ROAD	SPARKS/GLENCOE, MD 21152	2,334
04	Baltimore County	0802.1	OREGON RIDGE LODGE HALL	13401 BEAVER DAM ROAD	COCKEYSVILLE, MD 21030	3,365
04	Baltimore County	0803.1	WARREN ELEMENTARY - CAFETERIA	900 BOSLEY ROAD	COCKEYSVILLE, MD 21030	1,522
04	Baltimore County	0804.1	WARREN ELEMENTARY - GYM	900 BOSLEY ROAD	COCKEYSVILLE, MD 21030	2,443
04	Baltimore County	0805.1	DULANEY HIGH SCHOOL	255 PADONIA ROAD	LUTH/TIMONIUM, MD 21093	2,712

04	Baltimore County	0806.1	PADONIA ELEMENTARY SCHOOL-GYM	9834 GREENSIDE DR	COCKEYSVILLE, MD 21030	1,209
04	Baltimore County	0807.1	COCKEYSVILLE MIDDLE SCHOOL	10401 GREENSIDE DRIVE	COCKEYSVILLE, MD 21030	1,368
04	Baltimore County	0808.1	CHESTNUT RIDGE BAPTIST CHURCH	1010 SATERS LANE	LUTH/TIMONIUM, MD 21093	2,080
04	Baltimore County	0809.1	MAYS CHAPEL UNITED METH CHURCH	11911 JENIFER ROAD	LUTH/TIMONIUM, MD 21093	2,511
04	Baltimore County	0810.1	PINEWOOD ELEM SCH - CAFETERIA	200 RICKSWOOD ROAD	LUTH/TIMONIUM, MD 21093	2,240
04	Baltimore County	0811.1	PADONIA INTL. ELEM. SCHOOL	9834 GREENSIDE DRIVE	COCKEYSVILLE, MD 21030	1,932
04	Baltimore County	0812.1	POT SPRING ELEMENTARY SCHOOL	2410 SPRINGLAKE DRIVE	LUTH/TIMONIUM, MD 21093	2,754
04	Baltimore County	0813.1	TIMONIUM ELEMENTARY SCHOOL	2001 EASTRIDGE ROAD	LUTH/TIMONIUM, MD 21093	2,484
04	Baltimore County	0814.1	LUTHERVILLE ELEMENTARY SCHOOL-AUDITORIUM	1700 YORK ROAD	LUTH/TIMONIUM, MD 21093	1,823
04	Baltimore County	0815.1	RIDGELY MIDDLE SCHOOL	121 RIDGELY ROAD	LUTH/TIMONIUM, MD 21093	1,632
04	Baltimore County	0816.1	LUTHERVILLE ELEM SCHOOL-CAFE	1700 YORK ROAD	LUTH/TIMONIUM, MD 21093	526
04	Baltimore County	0817.1	RIDERWOOD ELEMENTARY SCHOOL	1711 LANDRAKE ROAD	BALTIMORE, MD 21204	2,385
04	Baltimore County	0818.1	TRINITY ASSEMBLY OF GOD	2122 WEST JOPPA ROAD	BALTIMORE, MD 21204	947
04	Baltimore County	0819.1	GRACE ENG EVANG LUTH CHURCH	8601 VALLEY FIELD RD	LUTH/TIMONIUM, MD 21093	2,382
04	Baltimore County	0820.1	PINEWOOD ELEM SCHOOL - GYM	200 RICKSWOOD ROAD	LUTH/TIMONIUM, MD 21093	1,377
04	Baltimore County	0821.1	ST MARYS ORTHODOX CHURCH	909 SHAWAN RD	COCKEYSVILLE, MD 21030	495
04	Baltimore County	0822.1	BROADMEAD	13801 YORK ROAD	COCKEYSVILLE, MD 21030	1,834
04	Baltimore County	0823.1	CARROLL GILLS UNITED METH CHUR	11525 GREENSPRING AVE	LUTH/TIMONIUM, MD 21093	701
04	Baltimore County	0824.1	KOREAN PRESBYTERIAN CHURCH	1600 W. SEMINARY AVE	LUTH/TIMONIUM, MD 21093	1,149
04	Baltimore County	0825.1	SPARKS ELEMENTARY SCHOOL - GYM	601 BELFAST RD	SPARKS, MD 21152	1,535
04	Baltimore County	0901.1	BROOKLANDVILLE FIRE DEPARTMENT	10017 FALLS ROAD	LUTH/TIMONIUM, MD 21093	2,602
04	Baltimore County	0902.1	RIDGE RUXTON SCHOOL	6916 CHARLES STREET	BALTIMORE, MD 21204	1,609
04	Baltimore County	0903.1	RODGERS FORGE ELEM SCHOOL	250 DUMBARTON ROAD	BALTIMORE, MD 21212	3,136
04	Baltimore County	0904.1	DUMBARTON MIDDLE SCHOOL	300 DUMBARTON ROAD	BALTIMORE, MD 21212	2,122
04	Baltimore County	0905.1	TOWSON PRESBYTERIAN CHURCH	400 W CHESAPEAKE AVENUE	BALTIMORE, MD 21204	3,106
04	Baltimore County	0906.1	TOWSON RUHL ARMORY	1035 YORK ROAD	BALTIMORE, MD 21204	2,356
04	Baltimore County	0907.1	HAMPTON ELEMENTARY SCHOOL	1115 CHARMUTH RD	LUTH/TIMONIUM, MD 21093	2,084
04	Baltimore County	0908.1	ST. THOMAS EPISCOPAL CHURCH	1108 PROVIDENCE ROAD	BALTIMORE, MD 21286	1,604
04	Baltimore County	0909.1	LOCH RAVEN HIGH SCHOOL-CAFE	1212 COWPENS AVENUE	BALTIMORE, MD 21286	1,670
04	Baltimore County	0910.1	CROMWELL VAL ELEM/REG MAGNET	825 PROVIDENCE ROAD	BALTIMORE, MD 21204	2,977
04	Baltimore County	0911.1	TOWSON AREA BRANCH LIBRARY	320 YORK ROAD	BALTIMORE, MD 21204	2,167
04	Baltimore County	0912.1	TOWSON HIGH SCHOOL	69 CEDAR AVENUE	BALTIMORE, MD 21204	1,735
04	Baltimore County	0913.1	STONELEIGH ELEM SCHOOL-GYM	900 PEMBERTON ROAD	BALTIMORE, MD 21212	2,375
04	Baltimore County	0914.1	STONELEIGH ELEM SCHOOL-CAFE	900 PEMBERTONRD	BALTIMORE, MD 21212	2,147
04	Baltimore County	0915.1	LOCH RAVEN ACADEMY	8101 LASALLE ROAD	BALTIMORE, MD 21204	2,394
04	Baltimore County	0916.1	PLEASANT PLAINS ELEM. SCHOOL	8300 PLEASANT PLAINS ROAD	BALTIMORE, MD 21204	1,051
04	Baltimore County	0917.1	IMMACULATE HEART OF MARY HALL	8501 LOCH RAVEN BLVD	BALTIMORE, MD 21286	1,287
04	Baltimore County	0918.1	OAKLEIGH ELEMENTARY SCHOOL	1901 WHITE OAK AVE	BALTIMORE, MD 21234	2,065
04	Baltimore County	0919.1	LOCH RAVEN COMM CENTER	1801 GLEN KEITH BLVD	BALTIMORE, MD 21234	2,070
04	Baltimore County	0920.1	HALSTEAD ACADEMY - CAFE	1111 HALSTEAD ROAD	BALTIMORE, MD 21234	2,761
04	Baltimore County	0921.1	VILLA CRESTA ELEMENTARY SCHOOL	2600 RADER AVENUE	BALTIMORE, MD 21234	3,053
04	Baltimore County	0922.1	PARKVILLE HIGH SCHOOL	2600 PUTTY HILL AVENUE	BALTIMORE, MD 21234	3,243
04	Baltimore County	0923.1	HARFORD HILLS ELEM SCHOOL	8902 OLD HARFORD ROAD	BALTIMORE, MD 21234	2,685
04	Baltimore County	0924.1	PINE GROVE ELEMENTARY SCHOOL	2701 SUMMIT AVENUE	BALTIMORE, MD 21234	3,165
04	Baltimore County	0925.1	PINE GROVE MIDDLE SCHOOL	9200 OLD HARFORD RD	BALTIMORE, MD 21234	2,122
04	Baltimore County	0926.1	ST. MARGARETS EPISCOPAL CHURCH	1819 CROMWOOD RD	BALTIMORE, MD 21234	1,018
04	Baltimore County	0927.1	LOCH RAVEN HIGH SCHOOL-LOBBY	1212 COWPENS AVENUE	BALTIMORE, MD 21286	18
04	Baltimore County	0928.1	HALSTEAD ACADEMY-GYM	1111 HALSTEAD ROAD	BALTIMORE, MD 21234	1,948
04	Baltimore County	0929.1	TOWSON UNIVERSITY - UNIVERISTY UNION	8000 YORK RD	TOWSON, MD 21252	539
04	Baltimore County	1001.1	ST JAMES EPISCOPAL PARISH HSE.	3100 MONKTON ROAD	MONKTON, MD 21111	3,159
04	Baltimore County	1002.1	PAPER MILL RECREATION CENTER	3101 PAPER MILL ROAD	PHOENIX, MD 21131	1,510
04	Baltimore County	1003.1	JACKSONVILLE ELEMENTARY - GYM	3400 HILLEN DALE HEIGHTS ROAD	PHOENIX, MD 21131	1,428
04	Baltimore County	1004.1	JACKSONVILLE ELEM - CAFETERIA	3400 HILLEN DALE HGTS ROAD	PHOENIX, MD 21131	1,928
04	Baltimore County	1005.1	CARROLL MANOR ELEMENTARY SCH	4434 CARROLL MANOR ROAD	BALDWIN, MD 21013	288
04	Baltimore County	1101.1	LONG GREEN VOLUNTEER FIRE CO.	4506 LONG GREEN RD	LONG GREEN, MD 21092	2,472
04	Baltimore County	1102.1	ST JOHNS THE EVANGELIST	13305 LONG GREEN PIKE	HYDES, MD 21082	2,910
04	Baltimore County	1103.1	KINGSVILLE ELEMENTARY SCHOOL	7300 SUNSHINE AVENUE	KINGSVILLE, MD 21087	3,747
04	Baltimore County	1104.1	WHITE MARSH VOLUNTEER FIRE CO	5419 EBENEZER ROAD	WHITE MARSH, MD 21162	1,830
04	Baltimore County	1105.1	CHAPEL HILL ELEMENTARY SCHOOL	5200 JOPPA ROAD	PERRY HALL, MD 21128	2,087
04	Baltimore County	1106.1	GUNPOWDER ELEM SCH - CAFETERIA	9540 HOLIDAY MANOR ROAD	BALTIMORE, MD 21236	1,881
04	Baltimore County	1107.1	SEVEN OAKS ELEMENTARY SCHOOL - GYM	9220 SEVEN COURTS DRIVE	BALTIMORE, MD 21236	2,052
04	Baltimore County	1108.1	CUB HILL BIBLE PRESB CHURCH	2927 CUB HILL ROAD	BALTIMORE, MD 21234	2,500
04	Baltimore County	1109.1	CARNEY ELEMENTARY SCHOOL - GYM	3131 EAST JOPPA ROAD	BALTIMORE, MD 21234	2,258
04	Baltimore County	1110.1	PERRY HALL MIDDLE SCHOOL	4300 EBENEZER ROAD	BALTIMORE, MD 21236	2,655
04	Baltimore County	1111.1	PERRY HALL ELEMENTARY SCHOOL	9021 BELAIR ROAD	BALTIMORE, MD 21236	3,041
04	Baltimore County	1112.1	PERRY HALL HIGH SCHOOL-CAFE	4601 EBENEZER ROAD	BALTIMORE, MD 21236	3,199
04	Baltimore County	1113.1	JOPPA VIEW ELEMENTARY - GYM	8727 HONEYGO BLVD	PERRY HALL, MD 21128	870

04	Baltimore County	1114.1	JOPPA VIEW ELEM - CAFETERIA	8727 HONEYGO BLVD	PERRY HALL, MD 21128	2,557
04	Baltimore County	1115.1	OAK CREST VILL-CRESTVIEW HALL	8800 WALTHER BOULEVARD	BALTIMORE, MD 21234	1,953
04	Baltimore County	1116.1	CARNEY ELEM SCHOOL - CAFETERIA	3131 E. JOPPA ROAD	BALTIMORE, MD 21234	1,568
04	Baltimore County	1117.1	GUNPOWDER ELEM SCHOOL - GYM	9540 HOLIDAY MANOR ROAD	BALTIMORE, MD 21236	3,038
04	Baltimore County	1118.1	SEVEN OAKS ELEM. SCHOOL - CAFE	9220 SEVEN COURTS DRIVE	BALTIMORE, MD 21236	1,718
04	Baltimore County	1119.1	PERRY HALL HIGH SCHOOL-LIBR.	4601 EBENEZER RD	BALTIMORE, MD 21236	2,276
04	Baltimore County	1120.1	KINGSVILLE VOLUNTEER FIRE	11601 BELLVUE	KINGSVILLE, MD 21087	166
04	Baltimore County	1121.1	CARNEY ELEMENTARY SCHOOL-LIBRARY	3131 E. JOPPA ROAD	BALTIMORE, MD 21234	571
04	Baltimore County	1122.1	CHAPEL HILL ELEMNTARY - CAFETERIA	5200 JOPPA ROAD	PERRY HALL, MD 21128	2,590
04	Baltimore County	1201.1	EASTWOOD CENTER	428 WESTHAM WAY	BALTIMORE, MD 21224	1,989
04	Baltimore County	1202.1	BERKSHIRE ELEMENTARY SCHOOL	7431 POPLAR AVENUE	BALTIMORE, MD 21224	2,278
04	Baltimore County	1203.1	NORWOOD ELEMENTARY SCHOOL	1700 DELVALE AVENUE	BALTIMORE, MD 21222	2,801
04	Baltimore County	1204.1	GEN JOHN STRICKER MID SCHOOL	7855 TRAPPE ROAD	BALTIMORE, MD 21222	3,119
04	Baltimore County	1205.1	PATAPSCO HIGH SCHOOL	8100 WISE AVENUE	BALTIMORE, MD 21222	2,451
04	Baltimore County	1206.1	SANDY PLAINS ELEMENTARY SCHOOL	8330 KAVANAGH ROAD	BALTIMORE, MD 21222	2,175
04	Baltimore County	1207.1	GRANGE ELEMENTARY SCHOOL	2000 CHURCH ROAD	BALTIMORE, MD 21222	3,283
04	Baltimore County	1208.1	ATEAZE SENIOR CENTER	7401 HOLABIRD AVENUE	BALTIMORE, MD 21222	1,820
04	Baltimore County	1209.1	DUNDALK CHURCH OF THE BRETHREN	2660 YORKWAY	BALTIMORE, MD 21222	892
04	Baltimore County	1210.1	CENTER PLACE HIGH RISE	101 CENTER PLACE	BALTIMORE, MD 21222	2,012
04	Baltimore County	1211.1	DUNDALK MIDDLE SCHOOL-CAFE	7400 DUNMANWAY	BALTIMORE, MD 21222	2,761
04	Baltimore County	1212.1	LOGAN ELEMENTARY SCHOOL	7601 DUNMANWAY	BALTIMORE, MD 21222	1,735
04	Baltimore County	1213.1	FLEMING COMMUNITY CENTER	641 MAIN STREET	BALTIMORE, MD 21222	1,651
04	Baltimore County	1301.1	MAIDEN CHOICE SCHOOL	4901 SHELBORNE ROAD	BALTIMORE, MD 21227	2,130
04	Baltimore County	1302.1	ARBUTUS FIRE HALL	5200 SOUTHWESTERN BLVD	BALTIMORE, MD 21227	2,121
04	Baltimore County	1303.1	ARBUTUS MIDDLE SCHOOL	5525 SHELBORNE ROAD	BALTIMORE, MD 21227	2,582
04	Baltimore County	1304.1	RELAY ELEMENTARY SCHOOL	5885 SELFORD ROAD	BALTIMORE, MD 21227	2,450
04	Baltimore County	1305.1	HALETHORPE ELEMENTARY SCHOOL	4300 MAPLE AVENUE	BALTIMORE, MD 21227	2,204
04	Baltimore County	1306.1	LANSDOWNE MIDDLE SCHOOL	2400 LANSDOWNE ROAD	BALTIMORE, MD 21227	914
04	Baltimore County	1307.1	BALTIMORE HIGHLANDS ELEM SCH	4200 ANNAPOLIS ROAD	BALTIMORE, MD 21227	1,670
04	Baltimore County	1308.1	ENGLISH CONSUL VOL FIRE DEPT.	2827 MICHIGAN AVENUE	BALTIMORE, MD 21227	1,535
04	Baltimore County	1309.1	RIVERVIEW ELEMENTARY SCHOOL	3298 KESSLER RD	BALTIMORE, MD 21227	3,381
04	Baltimore County	1401.1	PARKVILLE MIDDLE SCHOOL	8711 AVONDALE ROAD	BALTIMORE, MD 21234	1,913
04	Baltimore County	1402.1	FULLERTON FIRE STATION	4401 FITCH AVENUE	BALTIMORE, MD 21236	2,989
04	Baltimore County	1403.1	LIVING WATER EVAN LUTH CHURCH	8912 PHILADELPHIA RD	BALTIMORE, MD 21237	1,763
04	Baltimore County	1404.1	BOUMI TEMPLE-A	5050 KING AVENUE	BALTIMORE, MD 21237	295
04	Baltimore County	1405.1	BOUMI TEMPLE-B	5050 KING AVE	BALTIMORE, MD 21237	580
04	Baltimore County	1406.1	FULLERTON ELEMENTARY SCHOOL-GYM	4400 FULLERTON AVENUE	BALTIMORE, MD 21236	2,953
04	Baltimore County	1407.1	OVERLEA HIGH SCHOOL	5401 KENWOOD AVE	BALTIMORE, MD 21206	2,280
04	Baltimore County	1408.1	MCCORMICK ELEMENTARY SCHOOL	5101 HAZELWOOD AVENUE	BALTIMORE, MD 21206	3,045
04	Baltimore County	1409.1	SHADY SPRING ELEM -GYM	8868 GOLDENWOOD RD	BALTIMORE, MD 21237	2,864
04	Baltimore County	1410.1	RED HOUSE RUN ELEM SCHOOL	1717 WEYBURN ROAD	BALTIMORE, MD 21237	2,161
04	Baltimore County	1411.1	VFW #6506 CHARLES EVERING POST	8777 PHILADELPHIA RD	BALTIMORE, MD 21237	2,092
04	Baltimore County	1412.1	PARKVILLE SENIOR CENTER - GYM	8601 HARFORD RD	BALTIMORE, MD 21234	1,857
04	Baltimore County	1413.1	AMERICAN TURNERS OF BALTIMORE	9124 LENNINGS LANE	BALTIMORE, MD 21237	3,011
04	Baltimore County	1414.1	FULLERTON ELEM SCHOOL-CAF	4400 FULLERTON AVE	BALTIMORE, MD 21236	500
04	Baltimore County	1501.1	COLGATE ELEMENTARY SCHOOL	401 FIFTY-FIRST STREET	BALTIMORE, MD 21224	1,472
04	Baltimore County	1502.1	ROSEDALE SENIOR CENTER	1208 NEIGHBORS AVE	BALTIMORE, MD 21237	2,314
04	Baltimore County	1503.1	OREMS ELEMENTARY SCHOOL	711 HIGH VILLA ROAD	BALTIMORE, MD 21221	2,038
04	Baltimore County	1504.1	MIDDLE RIVER MIDDLE SCHOOL	800 MIDDLE RIVER ROAD	BALTIMORE, MD 21220	4,042
04	Baltimore County	1505.1	MARTIN BLVD ELE SCHOOL-GYM	210 RIVERTON ROAD	BALTIMORE, MD 21220	3,122
04	Baltimore County	1506.1	OLIVER BEACH ELEM SCHOOL	12912 CUNNINGHILL COVE RD.	BALTIMORE, MD 21220	2,243
04	Baltimore County	1507.1	CHASE ELEMENTARY SCHOOL	11701 EASTERN AVENUE	BALTIMORE, MD 21220	2,555
04	Baltimore County	1508.1	SENECA ELEMENTARY SCHOOL, GYM	545 CARROLLWOOD ROAD	BALTIMORE, MD 21220	2,379
04	Baltimore County	1509.1	MIDDLE RIVER VOL FIRE HALL	1100 WILSON POINT ROAD	BALTIMORE, MD 21220	1,087
04	Baltimore County	1510.1	HAWTHORNE ELEMENTARY SCHOOL	125 KINGSTON RD	BALTIMORE, MD 21220	2,364
04	Baltimore County	1511.1	MIDDLESEX ELEMENTARY SCHOOL	142 BENNETT ROAD	BALTIMORE, MD 21221	2,373
04	Baltimore County	1512.1	ESSEX CO-OP	1000 FRANKLIN AVENUE	BALTIMORE, MD 21221	1,656
04	Baltimore County	1513.1	EASTERN TECHNICAL HIGH SCHOOL	1100 MACE AVE	BALTIMORE, MD 21221	1,511
04	Baltimore County	1514.1	ESSEX ELEMENTARY SCHOOL	100 MACE AVENUE	BALTIMORE, MD 21221	873
04	Baltimore County	1515.1	SUSSEX ELEMENTARY SCHOOL	515 SOUTH WOODWARD DRIVE	BALTIMORE, MD 21221	1,934
04	Baltimore County	1516.1	DEEP CREEK ELEMENTARY SCHOOL	1101 EAST HOMBERG AVENUE	BALTIMORE, MD 21221	2,012
04	Baltimore County	1517.1	DEEP CREEK MIDDLE SCHOOL	1000 SOUTH MARLYN AVENUE	BALTIMORE, MD 21221	2,769
04	Baltimore County	1518.1	MIDDLEBOROUGH ELEM SCHOOL	313 WEST ROAD	BALTIMORE, MD 21221	2,171
04	Baltimore County	1519.1	CHESAPEAKE HIGH SCHOOL	1801 TURKEY POINT ROAD	BALTIMORE, MD 21221	3,030
04	Baltimore County	1520.1	BATTLE GROVE ELEMENTARY SCHOOL	7828 ST PATRICIA LANE	BALTIMORE, MD 21222	3,410
04	Baltimore County	1521.1	EDGEMERE ELEMENTARY SCHOOL	7201 NORTH POINT ROAD	BALTIMORE, MD 21219	3,482
04	Baltimore County	1522.1	CHESAPEAKE TERR ELEM SCHOOL	2112 LODGE FARM ROAD	BALTIMORE, MD 21219	2,813

04	Baltimore County	1523.1	SANDALWOOD ELEMENTARY SCHOOL	900 S. MARLYN AVE	BALTIMORE, MD 21221	3,092
04	Baltimore County	1524.1	KNIGHTS OF COLUMBUS HALL	1707 EASTERN BLVD	BALTIMORE, MD 21221	629
04	Baltimore County	1525.1	GUNPOWDER VFW 10067	6309 EBENEZER ROAD	BALTIMORE, MD 21220	1,687
04	Baltimore County	1526.1	SENECA ELEMENTARY SCHOOL - CAFETERIA	545 CARROLLWOOD RD	BALTIMORE, MD 21220	1,596
05	Calvert	01001	SOLOMONS RESCUE SQUAD	13150 H G TRUEMAN RD/MD ROUTE 2/4	SOLOMONS, MD 20688	2,316
05	Calvert	01002	SOUTHERN MIDDLE SCHOOL	9615 H.G. TRUEMAN ROAD	LUSBY, MD 20657	2,554
05	Calvert	01003	ST LEONARD ELEMENTARY SCHOOL	5370 ST LEONARD ROAD	ST LEONARD, MD 20685	2,450
05	Calvert	01004	MUTUAL ELEMENTARY SCHOOL	1455 BALL ROAD	PORT REPUBLIC, MD 20676	2,078
05	Calvert	01005	PATUXENT ELEMENTARY SCHOOL	35 APPEAL LANE	LUSBY, MD 20657	2,540
05	Calvert	01006	PATUXENT HIGH SCHOOL	12485 ROUSBY HALL ROAD	LUSBY, MD 20657	2,668
05	Calvert	01007	MILL CREEK MIDDLE SCHOOL	12200 MARGARET TAYLOR ROAD/H G TRUEMAN ROAD	LUSBY, MD 20657	2,092
05	Calvert	02001	ST. LEONARD FIRE DEPARTMENT	200 CALVERT BEACH ROAD	ST. LEONARD, MD 20685	2,509
05	Calvert	02002	CALVERT FAIRGROUNDS BUILDING	ROUTE 231/CALVERT FAIR DRIVE	PRINCE FREDERICK, MD 20678	2,675
05	Calvert	02003	HUNTINGTOWN HIGH SCHOOL	4125 N SOLOMONS ISLAND RD	HUNTINGTOWN, MD 20639	2,485
05	Calvert	02004	ELKS LODGE #2620	1015 DARES BEACH ROAD	PRINCE FREDERICK, MD 20678	1,805
05	Calvert	02005	PLUM POINT ELEMENTARY SCHOOL	1245 PLUM POINT ROAD	HUNTINGTOWN, MD 20639	2,695
05	Calvert	02006	HUNTINGTOWN FIRE DEPARTMENT	4030 OLD TOWN ROAD/MD ROUTE 524	HUNTINGTOWN, MD 20639	2,353
05	Calvert	02007	NORTHERN MIDDLE SCHOOL	2954 CHANEYVILLE ROAD	OWINGS, MD 20736	1,576
05	Calvert	02008	CALVERT PINES SENIOR CENTER	450 WEST DARES BEACH ROAD	PRINCE FREDERICK, MD 20678	2,722
05	Calvert	03002	BEACH ELEMENTARY SCHOOL	7900 OLD BAYSIDE ROAD	CHESAPEAKE BEACH, MD 20732	2,239
05	Calvert	03003	SUNDERLAND ELEMENTARY SCHOOL	150 CLYDE JONES ROAD	SUNDERLAND, MD 20689	2,882
05	Calvert	03004	WINDY HILL ELEMENTARY SCHOOL	9550 BOYDS TURN ROAD	OWINGS, MD 20736	2,513
05	Calvert	03005	WINDY HILL MIDDLE SCHOOL	9560 BOYDS TURN ROAD	OWINGS, MD 20736	2,572
05	Calvert	03006	DUNKIRK FIRE DEPARTMENT	3170 WEST WARD RD/RT 4	DUNKIRK, MD 20754	2,198
05	Calvert	03007	MT. HARMONY ELEMENTARY SCHOOL	900 W. MT. HARMONY ROAD	OWINGS, MD 20736	2,034
05	Calvert	03001CB	NORTH BEACH FIRE DEPARTMENT	MD RT. 261/8536 BAYSIDE ROAD	CHESAPEAKE BEACH, MD 20732	647
05	Calvert	03001NB	NORTH BEACH FIRE DEPARTMENT	MD RT. 261/8536 BAYSIDE ROAD	CHESAPEAKE BEACH, MD 20732	1,106
05	Calvert	03002CB	BEACH ELEMENTARY SCHOOL	7900 OLD BAYSIDE ROAD	CHESAPEAKE BEACH, MD 20732	333
05	Calvert	03008CB	NORTHEAST COMMUNITY CENTER	4075 GORDON STINNETT AVE	CHESAPEAKE BEACH, MD 20732	2,138
06	Caroline	01001	GOLDSBORO FIREHALL	700 OLD LINE RD	GOLDSBORO, MD 21636	1,210
06	Caroline	02001	GREENSBORO ELEM SCHOOL	625 N MAIN ST	GREENSBORO, MD 21639	2,999
06	Caroline	03001	DENTON ELEM SCHOOL	303 SHARP RD	DENTON, MD 21629	3,906
06	Caroline	04001	PRESTON ELEM SCHOOL	225 MAIN ST	PRESTON, MD 21655	2,517
06	Caroline	05001	FEDERALSBURG ELEM SCHOOL	302 UNIVERSITY & ACADEMY AVES	FEDERALSBURG, MD 21632	2,428
06	Caroline	06001	HILLSBORO TOWN HALL	22043 CHURCH ST	HILLSBORO, MD 21641	1,411
06	Caroline	07001	RIDGELY ELEM SCHOOL	118 N CENTRAL AVE	RIDGELY, MD 21660	2,107
06	Caroline	08001	COL RICHARDSON HS	25320 RICHARDSON RD	FEDERALSBURG, MD 21632	1,248
07	Carroll	01001	NORTHWEST MIDDLE SCHOOL CAFETERIA	99 KINGS DR	TANEYTOWN, MD 21787	5,118
07	Carroll	02001	FRANCIS SCOTT KEY HIGH BAND ROOM	3825 BARK HILL RD	UNION BRIDGE, MD 21791	1,277
07	Carroll	02002	RUNNYMEDE ELEMENTARY CAFETERIA	3000 LANGDON DR	WESTMINSTER, MD 21158	1,523
07	Carroll	03001	CHARLES CARROLL ELEMENTARY GYM	3719 LITTLESTOWN PK	WESTMINSTER, MD 21158	3,499
07	Carroll	04001	SANDYMOUNT ELEMENTARY SCHOOL	2222 OLD WESTMINSTER PK	FINKSBURG, MD 21048	5,341
07	Carroll	04002	FAITH FAMILY CHURCH SOCIAL HALL	4150 SYKESVILLE RD	FINKSBURG, MD 21048	2,097
07	Carroll	04003	MECHANICSVILLE ELEMENTARY GYM	3838 SYKESVILLE RD	SYKESVILLE, MD 21784	2,997
07	Carroll	04004	MECHANICSVILLE ELEMENTARY CAFETERIA	3838 SYKESVILLE RD	SYKESVILLE, MD 21784	1,259
07	Carroll	05001	SYKESVILLE FREEDOM FIRE DEPARTMENT HALL	6680 SYKESVILLE RD	SYKESVILLE, MD 21784	2,610
07	Carroll	05002	LIBERTY HIGH SCHOOL GYM	5855 BARTHOLOW RD	SYKESVILLE, MD 21784	4,040
07	Carroll	05003	OKLAHOMA ROAD MIDDLE CAFETERIA	6300 OKLAHOMA RD	SYKESVILLE, MD 21784	2,343
07	Carroll	05004	CARROLLTOWNE ELEMENTARY CAFETERIA	6543 RIDGE RD	SYKESVILLE, MD 21784	6,348
07	Carroll	05005	PINEY RIDGE ELEMENTARY CAFETERIA	6315 FREEDOM AVE	SYKESVILLE, MD 21784	2,034
07	Carroll	05006	FAIRHAVEN ASPEN BUILDING	7200 THIRD AVE	SYKESVILLE, MD 21784	540
07	Carroll	06001	MANCHESTER ELEMENTARY GYM	3224 YORK ST	MANCHESTER, MD 21102	5,036
07	Carroll	06002	NORTH CARROLL MIDDLE SCHOOL GYM	2401 HANOVER PK	HAMPSTEAD, MD 21074	3,867
07	Carroll	07001	CRANBERRY STATION ELEMENTARY SCHOOL CAFETERIA	505 N. CENTER STREET	WESTMINSTER, MD 21157	1,442
07	Carroll	07002	WILLIAM WINCHESTER ELEMENTARY GYM	70 MONROE ST	WESTMINSTER, MD 21157	2,915
07	Carroll	07003	FRIENDSHIP VALLEY ELEMENTARY SCHOOL GYM	1100 GIST RD	WESTMINSTER, MD 21157	2,609
07	Carroll	07004	WESTMINSTER WEST MIDDLE CAFETERIA	60 MONROE ST	WESTMINSTER, MD 21157	5,035
07	Carroll	07005	CARROLL LUTHERAN VILLAGE KRUG CHAPEL	300 LUTHER DR	WESTMINSTER, MD 21158	803
07	Carroll	07006	CARROLL CAREER & TECH CAFETERIA	1229 WASHINGTON RD	WESTMINSTER, MD 21157	2,173
07	Carroll	07007	WESTMINSTER ELEMENTARY SCHOOL	811 UNIONTOWN RD	WESTMINSTER, MD 21158	4,590
07	Carroll	07008	ROBERT MOTON ELEMENTARY GYM	1413 WASHINGTON RD	WESTMINSTER, MD 21157	1,701
07	Carroll	08001	HAMPSTEAD ELEMENTARY SCHOOL	3737 SHILOH RD	HAMPSTEAD, MD 21074	4,087
07	Carroll	08002	NORTH CARROLL HIGH SCHOOL CAFETERIA	1400 PANTHER DR	HAMPSTEAD, MD 21074	2,888
07	Carroll	08003	SPRING GARDEN ELEMENTARY GYM	700 BOXWOOD DR	HAMPSTEAD, MD 21074	2,125
07	Carroll	09001	WINFIELD ELEMENTARY GYM	4401 SALEM BOTTOM RD	WESTMINSTER, MD 21157	2,534
07	Carroll	09002	WINFIELD ELEMENTARY CAFETERIA	4401 SALEM BOTTOM RD	WESTMINSTER, MD 21157	2,554
07	Carroll	10001	ELMER WOLFE ELEMENTARY GYM 1	119 NORTH MAIN ST	UNION BRIDGE, MD 21791	728

07	Carroll	11001	NEW WINDSOR MIDDLE SCHOOL CAFETERIA	1000 GREEN VALLEY RD	NEW WINDSOR, MD 21776	2,372
07	Carroll	12001	ELMER WOLFE ELEMENTARY GYM 2	119 N MAIN STREET	UNION BRIDGE, MD 21791	844
07	Carroll	13001	MT AIRY MIDDLE SCHOOL CAFETERIA	102 WATERSVILLE RD	MT AIRY, MD 21771	2,960
07	Carroll	13002	MT AIRY ELEMENTARY SCHOOL CAFETERIA	405 NORTH MAIN ST	MT AIRY, MD 21771	3,010
07	Carroll	14001	LINTON SPRINGS ELEMENTARY CAFETERIA	375 RONSDALE RD	SYKESVILLE, MD 21784	2,566
07	Carroll	14002	SOUTH CARROLL HIGH SCHOOL MAIN GYM	1300 WEST OLD LIBERTY RD	SYKESVILLE, MD 21784	5,835
08	Cecil	01001	1-1 CECILTON ELEMENTARY SCHOOL	251 W. MAIN ST.	CECILTON, MD 21913	3,125
08	Cecil	02001	2-1 BOHEMIA MANOR HIGH/MIDDLE SCHOOL	2757 AUGUSTINE HERMAN HWY	CHESAPEAKE CITY, MD 21915	1,874
08	Cecil	02002	2-2 BOHEMIA MANOR HIGH/MIDDLE SCHOOL	2755 AUGUSTINE HERMAN HWY.	CHESAPEAKE CITY, MD 21915	1,850
08	Cecil	03001	3-1 THOMSON ESTATES ELEMENTARY SCHOOL	203 E. THOMSON DR.	ELKTON, MD 21921	4,821
08	Cecil	03002	3-2 SINGERLY FIRE HOUSE	300 NEWARK AVENUE	ELKTON, MD 21921	5,156
08	Cecil	03003	3-3 HOLLY HALL ELEMENTARY SCHOOL	233 WHITE HALL RD.	ELKTON, MD 21921	3,771
08	Cecil	04001	4-1 CHERRY HILL MIDDLE SCHOOL	2535 SINGERLY ROAD	ELKTON, MD 21921	4,397
08	Cecil	04002	4-2 CECIL MANOR ELEMENTARY SCHOOL	971 ELK MILLS RD.	ELKTON, MD 21921	1,241
08	Cecil	05001	5-1 NORTH EAST FIRE HOUSE	210 S. MAULDIN AVE	NORTH EAST, MD 21901	3,651
08	Cecil	05002	5-2 CHARLESTOWN ELEMENTARY SCHOOL	550 BALTIMORE ST	CHARLESTOWN, MD 21914	3,641
08	Cecil	05003	5-3 ELK NECK ELEMENTARY SCHOOL	41 RACINE SCHOOL RD.	ELKTON, MD 21921	4,047
08	Cecil	05004	5-4 NORTH EAST ELEMENTARY SCHOOL	301 THOMAS AVE.	NORTH EAST, MD 21901	1,624
08	Cecil	06001	6-1 RISING SUN FIRE HOUSE	300 BIGGS HIGHWAY	RISING SUN, MD 21911	3,792
08	Cecil	06002	6-2 RISING SUN ELEMENTARY SCHOOL	500 HOPEWELL RD.	RISING SUN, MD 21911	2,608
08	Cecil	07001	7-1 BAINBRIDGE ELEMENTARY SCHOOL	41 PRESTON AVE.	PORT DEPOSIT, MD 21904	2,292
08	Cecil	07002	7-2 PERRYVILLE MIDDLE SCHOOL	850 AIKEN AVE	PERRYVILLE, MD 21903	3,521
08	Cecil	07003	7-3 BAINBRIDGE ELEMENTARY SCHOOL	41 PRESTON AVE.	PORT DEPOSIT, MD 21904	880
08	Cecil	08001	8-1 CONOWINGO ELEMENTARY SCHOOL	471 ROWLANDSVILLE RD	CONOWINGO, MD 21918	2,315
08	Cecil	09001	9-1 CALVERT ELEMENTARY SCHOOL	79 BRICK MEETINGHOUSE RD	RISING SUN, MD 21911	3,149
09	Charles	01-001	LA PLATA FIREHOUSE	911 WASHINGTON AVE	LA PLATA, MD 20646	2,749
09	Charles	01-002	MILTON M. SOMERS MIDDLE SCHOOL	CAFETERIA 300 WILLOW LANE	LA PLATA, MD 20646	2,478
09	Charles	01-003	WALTER J. MITCHELL ELEMETARY SCHOOL	GYMNASIUM 400 WILLOW LANE	LA PLATA, MD 20646	2,266
09	Charles	01-004	LA PLATA HIGH SCHOOL	THE COMMON AREA 6035 RADIO STATION ROAD	LA PLATA, MD 20646	2,067
09	Charles	02-001	ST. IGNATIUS CHURCH HALL, HILLTOP	6455 PORT TOBACCO ROAD	LA PLATA, MD 20646	1,370
09	Charles	03-001	NANJEMOY COMMUNITY CENTER	4375 PORT TOBACCO ROAD	NANJEMOY, MD 20662	1,965
09	Charles	04-001	TRINITY CHURCH HALL, NEWPORT	9611 TRINITY CHURCH ROAD	CHARLOTTE HALL, MD 20622	1,849
09	Charles	04-002	ST. MARY'S HALL NEWPORT	11555 ST. MARY'S CHURCH ROAD	CHARLOTTE HALL, MD 20622	1,477
09	Charles	05-001	PICCOWAXEN MIDDLE SCHOOL	12834 ROCK POINT ROAD	NEWBURG, MD 20664	2,670
09	Charles	06-001	MCDONOUGH HIGH SCHOOL	7165 MARSHALL CORNER ROAD	POMFRET, MD 20675	2,081
09	Charles	06-002	MOOSE LODGE - WHITE PLAINS	4765 CRAIN HIGHWAY	WHITE PLAINS, MD 20695	2,803
09	Charles	06-003	NORTH POINT HIGH SCHOOL (GYMNASIUM)	2500 DAVIS ROAD	WALDORF, MD 20603	3,167
09	Charles	06-004	WILLIAM B. WADE ELEMENTARY	2300 SMALLWOOD DRIVE WEST	WALDORF, MD 20603	2,087
09	Charles	06-005	DANIEL OF ST. THOMAS JENIFER ELEMENTARY	2820 JENIFER SCHOOL LANE	WALDORF, MD 20603	2,458
09	Charles	06-006	DR. GUSTAVUS BROWN ELEM. SCHOOL	UNIVERSITY DR.-CARRINGTON NEIGHBORHOOD	WALDORF, MD 20602	2,953
09	Charles	06-007	DR. SAMUEL A. MUDD ELEM. SCHOOL	820 STONE AVENUE	WALDORF, MD 20602	2,777
09	Charles	06-008	BENJAMIN STODDERT MIDDLE SCHOOL	2040 ST. THOMAS DRIVE	WALDORF, MD 20602	1,802
09	Charles	06-009	EVA TURNER ELEMENTARY SCHOOL	1000 BANNISTER CIRCLE	WALDORF, MD 20602	3,341
09	Charles	06-010	WESTLAKE HIGH SCHOOL (CAFETERIA)	*PARKING IN FRONT OF SCHOOL* 3300 MIDDLETOWN ROAD	WALDORF, MD 20603	3,079
09	Charles	06-011	BERRY ELEMENTARY SCHOOL	10155 BERRY ROAD	WALDORF, MD 20603	3,382
09	Charles	06-012	WALDORF ELK'S LODGE	2210 OLD WASHINGTON ROAD	WALDORF, MD 20601	3,010
09	Charles	06-013	MATTAWOMAN MIDDLE SCHOOL	10145 BERRY ROAD	WALDORF, MD 20603	2,894
09	Charles	06-014	ROBERT D. STETHEM EDUCATIONAL CENTER	7775 MARSHALL CORNER ROAD	POMFRET, MD 20675	2,906
09	Charles	06-015	LANCASTER NEIGHBORHOOD CENTER	4150 LANCASTER CIRCLE	WALDORF, MD 20603	1,734
09	Charles	06-016	DORCHESTER NEIGHBORHOOD CENTER	5005 DORCHESTER CIRCLE	WALDORF, MD 20603	1,419
09	Charles	06-017	WAKEFIELD NEIGHBORHOOD CENTER	2002 NANTUCKET DRIVE	WALDORF, MD 20602	1,454
09	Charles	07-001	ST. MARY'S STAR OF THE SEA SCHOOL	6485 INDIAN HEAD HIGHWAY	BRYANS ROAD, MD 20616	3,062
09	Charles	07-002	INDIAN HEAD VILLAGE GREEN PAVILION	100 WALTER THOMAS ROAD	INDIAN HEAD, MD 20640	2,116
09	Charles	07-003	MATTHEW HENSON MIDDLE SCHOOL	**PARKING IN REAR OF SCHOOL** 3535 LIVINGSTON ROAD	BRYANS ROAD, MD 20616	2,845
09	Charles	08-001	T.C. MARTIN ELEMENTARY SCHOOL	6315 OLIVERS SHOP ROAD	BRYANTOWN, MD 20617	3,066
09	Charles	08-002	ST. PETER'S SCHOOL	3320 ST. PETER'S DRIVE	WALDORF, MD 20601	2,128
09	Charles	08-003	TRINITY BAPTIST CHURCH HALL	2671 MATTAWOMAN-BEANTOWN ROAD	WALDORF, MD 20601	1,721
09	Charles	08-004	CHURCH OF THE NAZARENE	5105 LEONARDTOWN ROAD	WALDORF, MD 20601	2,188
09	Charles	09-001	HUGHESVILLE FIREHOUSE	15245 PRINCE FREDERICK ROAD	HUGHESVILLE, MD 20637	2,075
09	Charles	09-002	BENEDICT FIREHOUSE	18210 HYATT AVE	BENEDICT, MD 20612	1,997
09	Charles	10-001	GALE BAILEY ELEMENTARY SCHOOL	4740 PISGAH-MARBURY ROAD	MARBURY, MD 20658	2,454
10	Dorchester	01001	ELDORADO-BROOKVIEW FIRE HALL	5752 RHODESDALE-ELDORADO RD	RHODESDALE, MD 21659	1,072
10	Dorchester	02001	WARWICK ELEMENTARY SCHOOL CAFETERIA	155 MAIN ST	SECRETARY, MD 21664	1,190
10	Dorchester	02002	NORTH DORCHESTER HIGH SCHOOL FOYER	5875 CLOVERDALE RD	SHILOH, MD 21643	372
10	Dorchester	03001	VIENNA ELEMENTARY SCHOOL CAFETERIA	4905 OCEAN GTWY	VIENNA, MD 21869	245
10	Dorchester	03002	VIENNA ELEMENTARY SCHOOL CAFETERIA	4905 OCEAN GTWY	VIENNA, MD 21869	301
10	Dorchester	04001	TAYLORS ISLAND FIRE HALL	510 TAYLORS ISLAND RD	TAYLORS ISLAND, MD 21669	175

10	Dorchester	05001	SOUTH DORCHESTER K-8 SCHOOL	3485 GOLDEN HILL RD	CHURCH CREEK, MD 21622	219
10	Dorchester	06001	HOOPERS ISLAND FIRE HALL	2756 HOOPERS ISLAND RD	FISHING CREEK, MD 21634	338
10	Dorchester	07001	ST PAUL'S CHURCH HALL	205 MARYLAND AVE	CAMBRIDGE, MD 21613	1,654
10	Dorchester	07002	CHOPTANK ELEMENTARY SCHOOL CAFETERIA	1103 MACES LN	CAMBRIDGE, MD 21613	2,761
10	Dorchester	07003	C-SD HIGH SCHOOL COMMONS	2475 CAMBRIDGE BTWY	CAMBRIDGE, MD 21613	698
10	Dorchester	07004	C-SD HIGH SCHOOL COMMONS	2475 CAMBRIDGE BTWY	CAMBRIDGE, MD 21613	445
10	Dorchester	07005	ST PAUL'S CHURCH HALL	205 MARYLAND AVE	CAMBRIDGE, MD 21613	157
10	Dorchester	07006	SANDY HILL ELEMENTARY SCHOOL GYM	1503 GLASGOW ST	CAMBRIDGE, MD 21613	2,337
10	Dorchester	07007	SANDY HILL ELEMENTARY SCHOOL GYM	1503 GLASGOW ST	CAMBRIDGE, MD 21613	137
10	Dorchester	08001	NECK DISTRICT FIRE HALL	954 COOKS POINT RD	CAMBRIDGE, MD 21613	694
10	Dorchester	09001	CHURCH CREEK FIRE HALL	1902 CHURCH CREEK RD	CHURCH CREEK, MD 21622	456
10	Dorchester	10001	LAKES-STRAITS FIRE HALL	2103 FARM CREEK RD	WINGATE, MD 21675	226
10	Dorchester	11001	VIENNA ELEMENTARY SCHOOL CAFETERIA	4905 OCEAN GTWY	VIENNA, MD 21869	44
10	Dorchester	12001	HURLOCK ELEMENTARY SCHOOL CAFETERIA	301 CHARLES ST	HURLOCK, MD 21643	268
10	Dorchester	12002	HURLOCK ELEMENTARY SCHOOL CAFETERIA	301 CHARLES ST	HURLOCK, MD 21643	341
10	Dorchester	13001	BUCKTOWN CHURCH HALL	4346 BUCKTOWN RD	CAMBRIDGE, MD 21613	159
10	Dorchester	13002	BUCKTOWN CHURCH HALL	4346 BUCKTOWN RD	CAMBRIDGE, MD 21613	141
10	Dorchester	14001	LINKWOOD-SALEM FIRE HALL	3905 OCEAN GTWY	LINKWOOD, MD 21835	1,686
10	Dorchester	14002	LINKWOOD-SALEM FIRE HALL	3905 OCEAN GTWY	LINKWOOD, MD 21835	51
10	Dorchester	15001	HURLOCK ELEMENTARY SCHOOL GYM	301 CHARLES ST	HURLOCK, MD 21643	1,555
10	Dorchester	15002	HURLOCK ELEMENTARY SCHOOL GYM	301 CHARLES ST	HURLOCK, MD 21643	97
10	Dorchester	15003	HURLOCK ELEMENTARY SCHOOL GYM	301 CHARLES ST	HURLOCK, MD 21643	990
10	Dorchester	16001	MADISON FIRE HALL	1154 TAYLORS ISLAND RD	MADISON, MD 21648	335
10	Dorchester	17001	SALEM CHURCH-COMMUNITY HALL	4167 SALEM RD	VIENNA, MD 21869	173
10	Dorchester	18001	ELLIOTT CHURCH-COMMUNITY HALL	2310 ELLIOTT ISLAND RD	ELLIOTT, MD 21869	53
11	Frederick	01001	CARROLL MANOR ELEM SCH	5624 ADAMSTOWN RD	ADAMSTOWN, MD 21710	3,698
11	Frederick	01002	TUSCARORA HIGH SCHOOL	5312 BALLENGER CREEK PIKE	FREDERICK, MD 21703	2,087
11	Frederick	02001	LINCOLN ELEM SCHOOL B	200 MADISON ST BLDG B	FREDERICK, MD 21701	2,443
11	Frederick	02002	LINCOLN ELEM SCHOOL A	250 MADISON ST, BLDG A	FREDERICK, MD 21701	941
11	Frederick	02003	EVANGELICAL LUTHERAN CHURCH	31 E CHURCH ST	FREDERICK, MD 21701	2,517
11	Frederick	02004	HILLCREST ELEM SCHOOL	1285 HILLCREST DR	FREDERICK, MD 21703	2,201
11	Frederick	02005	WILLIAM R. TALLEY REC. CTR	121 NORTH BENTZ ST	FREDERICK, MD 21701	1,303
11	Frederick	02006	BALLENGER CREEK MIDDLE SCH	5525 BALLENGER CREEK PIKE	FREDERICK, MD 21703	2,313
11	Frederick	02007	GOV THOMAS JOHNSON MIDDLE SCH	1799 SCHIFFERSTADT BLVD	FREDERICK, MD 21701	2,598
11	Frederick	02008	WAVERLEY ELEM SCHOOL	201 WAVERLEY DR	FREDERICK, MD 21702	2,630
11	Frederick	02009	WILLIAM R. TALLEY REC. CTR	121 NORTH BENTZ ST	FREDERICK, MD 21701	1,861
11	Frederick	02010	MONOCACY MIDDLE SCHOOL	8009 OPOSSUMTOWN PIKE	FREDERICK, MD 21702	3,324
11	Frederick	02011	NORTH FREDERICK ELEM SCHOOL	1001 MOTTER AVE	FREDERICK, MD 21701	2,147
11	Frederick	02012	HILLCREST ELEM SCHOOL	1285 HILLCREST DR	FREDERICK, MD 21703	1,076
11	Frederick	02013	INDEPENDENT HOSE COMPANY NO. 1	310 BAUGHMANS LN	FREDERICK, MD 21702	2,405
11	Frederick	02014	BALLENGER CREEK ELEM SCHOOL	5250 KINGSBROOK DR	FREDERICK, MD 21703	1,150
11	Frederick	02015	MONOCACY ELEM SCHOOL	7421 HAYWARD RD	FREDERICK, MD 21702	2,845
11	Frederick	02016	CRESTWOOD MIDDLE SCHOOL	7100 FOXCROFT DR	FREDERICK, MD 21703	1,555
11	Frederick	02017	CORNERSTONE FELLOWSHIP CHURCH	66 WAVERLEY DR	FREDERICK, MD 21702	1,570
11	Frederick	02018	CHURCH OF JESUS CHRIST OF LATTER DAY SAINTS	1811 LATHAM DR	FREDERICK, MD 21701	1,167
11	Frederick	03001	MIDDLETOWN MIDDLE SCHOOL	100 HIGH ST	MIDDLETOWN, MD 21769	1,786
11	Frederick	03002	MIDDLETOWN ELEM SCHOOL	201 EAST GREEN ST	MIDDLETOWN, MD 21769	2,900
11	Frederick	03003	MIDDLETOWN PRIMARY SCHOOL	403 FRANKLIN ST	MIDDLETOWN, MD 21769	1,898
11	Frederick	04001	CREAGERSTOWN LUTHERAN PARISH	8619 BLACKS MILL RD	THURMONT, MD 21788	697
11	Frederick	05001	EMMITSBURG ELEM SCHOOL	300 SOUTH SETON AVE	EMMITSBURG, MD 21727	3,083
11	Frederick	06001	WOLFSVILLE ELEM SCHOOL	12520 WOLFSVILLE RD	MYERSVILLE, MD 21773	1,333
11	Frederick	07001	URBANA ELEM SCHOOL	3554 URBANA PIKE	FREDERICK, MD 21704	1,931
11	Frederick	07002	CENTERVILLE ELEM SCHOOL	3601 CARRIAGE HILL DR	FREDERICK, MD 21704	2,902
11	Frederick	07003	URBANA HIGH SCHOOL	3471 CAMPUS DR	IJAMSVILLE, MD 21754	2,129
11	Frederick	07004	URBANA REGIONAL LIBRARY	9020 AMELUNG ST	FREDERICK, MD 21704	1,297
11	Frederick	08001	LIBERTY ELEM SCHOOL	11820 LIBERTY RD	FREDERICK, MD 21701	1,508
11	Frederick	09001	NEW MARKET MIDDLE SCHOOL	125 WEST MAIN ST	NEW MARKET, MD 21774	2,291
11	Frederick	09002	GREEN VALLEY ELEM SCHOOL	11501 FINGERBOARD RD	MONROVIA, MD 21770	3,033
11	Frederick	09003	OAKDALE MIDDLE SCHOOL	9840 OLD NATIONAL PIKE	IJAMSVILLE, MD 21754	1,156
11	Frederick	09004	KEMPTOWN ELEM SCHOOL	3456 KEMPTOWN CHURCH RD	MONROVIA, MD 21770	2,925
11	Frederick	09005	NEW MARKET UNITED METHODIST CHURCH	ROUTE 874	NEW MARKET, MD 21774	1,242
11	Frederick	09006	SPRING RIDGE ELEM SCHOOL	9051 RIDGEFIELD DR	FREDERICK, MD 21701	2,601
11	Frederick	09007	DEER CROSSING ELEM SCHOOL	10601 FINN DR	NEW MARKET, MD 21774	3,152
11	Frederick	09008	SPRING RIDGE ELEM SCHOOL	9051 RIDGEFIELD DR	FREDERICK, MD 21701	1,033
11	Frederick	10001	SABILLASVILLE ELEM SCH	16210B SABILLASVILLE RD	SABILLASVILLE, MD 21780	1,337
11	Frederick	11001	WOODSBORO ELEMENTARY SCHOOL	101 LIBERTY ROAD	WOODSBORO, MD 21798	1,908
11	Frederick	12001	FAITH BAPTIST CHURCH	2212 JEFFERSON PIKE	KNOXVILLE, MD 21758	1,805

11	Frederick	13001	MT PLEASANT RURITAN CLUB	8101 CRUM RD	WALKERSVILLE, MD 21793	3,223
11	Frederick	13002	MT. PLEASANT RURITAN CLUB	8101 CRUM RD	WALKERSVILLE, MD 21793	262
11	Frederick	14001	JEFFERSON RURITAN COMM CTR	4603B LANDER RD	JEFFERSON, MD 21755	3,203
11	Frederick	15001	THURMONT MIDDLE SCHOOL	408 EAST MAIN ST	THURMONT, MD 21788	2,407
11	Frederick	15002	THURMONT ELEM SCHOOL	805 EAST MAIN ST	THURMONT, MD 21788	2,669
11	Frederick	16001	MYERSVILLE ELEM SCHOOL	LUSHBAUGH WAY	MYERSVILLE, MD 21773	2,743
11	Frederick	17001	JOHNSVILLE METHODIST HALL	11106 GREEN VALLEY RD	UNION BRIDGE, MD 21791	1,321
11	Frederick	18001	TWIN RIDGE ELEM SCHOOL	1106 LEAFY HOLLOW CIR	MT AIRY, MD 21771	3,918
11	Frederick	18002	PROSPECT UNITED METHODIST CHURCH	5923 WOODVILLE RD	MT AIRY, MD 21771	2,156
11	Frederick	19001	LINGANORE GRANGE HALL	13629 UNIONVILLE RD	MT AIRY, MD 21771	1,106
11	Frederick	20001	LEWISTOWN ELEM SCHOOL	11119 HESSONG BRIDGE RD	THURMONT, MD 21788	1,824
11	Frederick	21001	BROOK HILL UNITED METHODIST CHURCH	8946 INDIAN SPRINGS RD	FREDERICK, MD 21702	2,178
11	Frederick	21002	WHITTIER ELEM SCHOOL	2400 WHITTIER DR	FREDERICK, MD 21702	1,449
11	Frederick	21003	YELLOW SPRINGS ELEM SCH	8717 YELLOW SPRINGS RD	FREDERICK, MD 21702	2,428
11	Frederick	22001	BURKITTSVILLE COMM CNTR	500 EAST MAIN ST	BURKITTSVILLE, MD 21718	1,095
11	Frederick	23001	ORCHARD GROVE ELEM SCHOOL	5898 HANNOVER DR	FREDERICK, MD 21703	3,038
11	Frederick	23002	ORCHARD GROVE ELEM SCHOOL	5898 HANNOVER DR	FREDERICK, MD 21703	82
11	Frederick	24001	BRADDOCK HGTS FIRE HALL	6715 JEFFERSON BLVD	BRADDOCK HEIGHTS, MD 21714	1,484
11	Frederick	24002	MASONIC TEMPLE	6816 BLENTLINGER RD	FREDERICK, MD 21702	1,869
11	Frederick	24003	BRADDOCK HEIGHTS COMMUNITY CENTER	4830 SCHLEY AVENUE	BRADDOCK HEIGHTS, MD 21714	533
11	Frederick	25001	BRUNSWICK MIDDLE SCHOOL	301 CUMMINGS DR	BRUNSWICK, MD 21716	2,762
11	Frederick	26001	WALKERSVILLE MIDDLE SCHOOL	55 FREDERICK ST	WALKERSVILLE, MD 21793	2,945
11	Frederick	26002	WALKERSVILLE HIGH SCHOOL	81 FREDERICK ST	WALKERSVILLE, MD 21793	2,655
12	Garrett	01000	SWANTON COMMUNITY CENTER	3335 SWANTON RD	SWANTON, MD 21561	1,198
12	Garrett	02000	FRIENDSVILLE ELEMENTARY SCHOOL	841 FIRST AVE	FRIENDSVILLE, MD 21531	1,111
12	Garrett	03001	GRANTSVILLE ELEMENTARY SCHOOL	120 GRANT ST	GRANTSVILLE, MD 21536	1,519
12	Garrett	03002	JENNINGS UNITED METHODIST CHURCH	32 HARE HOLLOW ROAD	GRANTSVILLE, MD 21536	452
12	Garrett	04000	BLOOMINGTON FIRE HALL	77 NORTH BRANCH AVE	BLOOMINGTON, MD 21523	516
12	Garrett	05000	ACCIDENT FIRE HALL	109 S SOUTH ST	ACCIDENT, MD 21520	1,150
12	Garrett	06000	GARRETT COLLEGE	687 MOSSER RD ROOM 300	MCHENRY, MD 21541	1,331
12	Garrett	07000	ST PETER'S SOCIAL HALL	220 S FOURTH ST	OAKLAND, MD 21550	1,448
12	Garrett	08001	GORMAN FIRE HALL	270 GORMAN RD	GORMAN, MD 21550	437
12	Garrett	08002	PLEASANT VALLEY COMMUNITY CENTER	975 JONI MILLER RD	OAKLAND, MD 21550	498
12	Garrett	09000	RT. 40 ELEMENTARY SCHOOL	17764 NATIONAL PIKE	FROSTBURG, MD 21532	823
12	Garrett	10000	DEER PARK VOLUNTEER FIRE DEPARTMENT	5353 MARYLAND HWY	OAKLAND, MD 21550	1,214
12	Garrett	11000	SAVAGE MT. YOUTH CENTER	164 FREEDOM LN	LONACONING, MD 21539	104
12	Garrett	12000	BITTINGER COMMUNITY BUILDING	176 BRENNEMAN RD	BITTINGER, MD 21522	512
12	Garrett	13000	KITZMILLER VOLUNTEER FIRE DEPARTMENT	438 E MAIN ST	KITZMILLER, MD 21538	406
12	Garrett	14001	OAKLAND FIRE HALL	31 S THIRD ST	OAKLAND, MD 21550	1,904
12	Garrett	14002	CRELLIN ELEMENTARY SCHOOL	115 KENDALL DR	OAKLAND, MD 21550	799
12	Garrett	15000	AVILTON COMMUNITY CENTER	8295 AVILTON LONACONING RD	LONACONING, MD 21539	387
12	Garrett	16000	DENNETT ROAD ELEMENTARY SCHOOL	770 DENNETT RD	MT. LAKE PARK, MD 21550	2,057
13	Harford	01001	MAGNOLIA MIDDLE SCHOOL	299 FORT HOYLE ROAD	JOPPA, MD 21085	2,567
13	Harford	01002	JOPPA MAGNOLIA FIRE HALL	1403 OLD S. MOUNTAIN ROAD	JOPPA, MD 21085	1,735
13	Harford	01003	EDGEWOOD ELEMENTARY SCHOOL CAFETERIA	2100 CEDAR DRIVE	EDGEWOOD, MD 21040	1,274
13	Harford	01004	JOPPATOWNE JUNIOR/SENIOR HIGH SCHOOL GYMNASIUM	555 JOPPA FARM ROAD	JOPPA, MD 21085	2,568
13	Harford	01005	DEERFIELD ELEMENTARY SCHOOL	2307 WILLOUGHBY BEACH RD	EDGEWOOD, MD 21040	2,032
13	Harford	01006	MAGNOLIA ELEMENTARY SCHOOL	901 TRIMBLE ROAD	JOPPA, MD 21085	2,446
13	Harford	01007	TRINITY LUTHERAN SCHOOL	1100 PHILADELPHIA ROAD (RT. 7)	JOPPA, MD 21085	1,601
13	Harford	01008	EMMORTON ELEMENTARY SCHOOL	2502 S.TOLLGATE ROAD	BEL AIR, MD 21015	2,772
13	Harford	01009	ABINGDON ELEMENTARY SCHOOL CAFETERIA	399 SINGER ROAD	ABINGDON, MD 21009	1,927
13	Harford	01010	WILLIAM PACA ELEMENTARY SCHOOL	2706 OLD PHILADELPHIA ROAD	ABINGDON, MD 21009	2,852
13	Harford	01011	WILLIAM S. JAMES ELEMENTARY SCHOOL	1 LAURENTUM PARKWAY	ABINGDON, MD 21009	2,500
13	Harford	01012	ABINGDON FIRE HALL	3306 ABINGDON ROAD	ABINGDON, MD 21009	2,553
13	Harford	01013	ST. FRANCIS DE SALES CHURCH HALL	1450 ABINGDON ROAD	ABINGDON, MD 21009	2,517
13	Harford	01014	PATTERSON MILL MIDDLE-HIGH SCHOOL	85 PATTERSON MILL ROAD	BEL AIR, MD 21015	3,391
13	Harford	01015	ABINGDON ELEMENTARY SCHOOL GYM	399 SINGER ROAD	ABINGDON, MD 21009	2,342
13	Harford	01016	CHURCH CREEK ELEMENTARY SCHOOL	4299 CHURCH CREEK ROAD	BELCAMP, MD 21017	2,480
13	Harford	01017	HIGHLANDS SCHOOL	2409 CRESWELL ROAD (RT. 543)	BEL AIR, MD 21015	1,372
13	Harford	01018	OLD POST ROAD ELEMENTARY SCHOOL	2706 OLD PHILADELPHIA ROAD	ABINGDON, MD 21009	1,660
13	Harford	01019	EDGEWOOD HIGH SCHOOL	2415 WILLOUGHBY BEACH ROAD	EDGEWOOD, MD 21040	2,356
13	Harford	01020	RIVERSIDE COMMUNITY CENTER	1 CHURCH CREEK DRIVE	BELCAMP, MD 21017	2,173
13	Harford	01021	ST. MARY'S EMMORTON	1 ST. MARY'S CHURCH ROAD	ABINGDON, MD 21009	813
13	Harford	01041	RIVERSIDE ELEMENTARY SCHOOL	211 STILLMEADOW DRIVE	JOPPA, MD 21085	1,719
13	Harford	01045	JOPPATOWNE JUNIOR/SENIOR HIGH SCHOOL	555 JOPPA FARM ROAD	JOPPA, MD 21085	2,220
13	Harford	02001	GEORGE D. LISBY ELEM. SCHOOL CAFETERIA	810 EDMUND STREET	ABERDEEN, MD 21001	245
13	Harford	02002	LEVEL FIRE HALL	3633 LEVEL VILLAGE ROAD	HAVRE DE GRACE, MD 21078	3,018

13	Harford	02003	ST. GEORGE'S PARISH - PARISH HOUSE	1502 PERRYMAN ROAD	PERRYMAN, MD 21130	1,431
13	Harford	02004	ABERDEEN SENIOR HIGH SCHOOL CAFETERIA	251 PARADISE ROAD	ABERDEEN, MD 21001	183
13	Harford	02005	ABERDEEN MIDDLE SCHOOL - CAFETERIA	111 MT. ROYAL AVENUE	ABERDEEN, MD 21001	131
13	Harford	02010	ABERDEEN SENIOR HIGH SCHOOL CAFETERIA	251 PARADISE ROAD	ABERDEEN, MD 21001	2,352
13	Harford	02011	ABERDEEN MIDDLE SCHOOL - CAFETERIA	111 MT. ROYAL AVENUE	ABERDEEN, MD 21001	2,015
13	Harford	02014	HALL'S CROSS ROADS ELEM SCHOOL CAFETERIA	203 EAST BEL AIR AVENUE	ABERDEEN, MD 21001	1,646
13	Harford	02015	GEORGE D. LISBY ELEM. SCHOOL CAFETERIA	810 EDMUND STREET	ABERDEEN, MD 21001	1,965
13	Harford	02019	HALL'S CROSS ROADS ELEM SCHOOL CAFETERIA	203 EAST BEL AIR AVENUE	ABERDEEN, MD 21001	201
13	Harford	03002	CHURCHVILLE ELEMENTARY SCHOOL CAFETERIA	2935 LEVEL ROAD (RT. 155)	CHURCHVILLE, MD 21028	2,319
13	Harford	03003	FALLSTON SENIOR HIGH SCHOOL CAFETERIA	2301 CARRS MILL ROAD	FALLSTON, MD 21047	3,328
13	Harford	03004	HICKORY ELEMENTARY SCHOOL	2100 CONOWINGO ROAD	BEL AIR, MD 21014	1,478
13	Harford	03005	FOREST HILL ELEMENTARY SCHOOL	2407 ROCKS ROAD	FOREST HILL, MD 21050	3,541
13	Harford	03006	FALLSTON MIDDLE SCHOOL	2303 CARRS MILL ROAD	FALLSTON, MD 21047	2,708
13	Harford	03007	MOUNTAIN CHRISTIAN SCHOOL	1824 MOUNTAIN ROAD (RT. 152)	JOPPA, MD 21085	1,932
13	Harford	03008	KNIGHTS OF COLUMBUS HALL	23 NEWPORT DRIVE	FOREST HILL, MD 21050	2,553
13	Harford	03009	FOREST LAKE ELEMENTARY SCHOOL	100 OSBORNE PARKWAY	FOREST HILL, MD 21050	2,967
13	Harford	03010	BEL AIR ELEMENTARY SCHOOL GYM	30 E. LEE STREET	BEL AIR, MD 21014	2,397
13	Harford	03011	MT. ARARAT LODGE	136 E GORDON STREET	BEL AIR, MD 21014	1,720
13	Harford	03012	BEL AIR MIDDLE SCHOOL	99 IDLEWILD STREET	BEL AIR, MD 21014	1,897
13	Harford	03013	BEL FOREST CHRISTIAN ACADEMY	603 VALE ROAD	BEL AIR, MD 21014	2,695
13	Harford	03014	BEL AIR UNITED METHODIST CHURCH HALL	21 LINWOOD AVENUE	BEL AIR, MD 21014	1,849
13	Harford	03015	BEL AIR HIGH SCHOOL CAFETERIA	100 HEIGHE STREET	BEL AIR, MD 21014	1,714
13	Harford	03016	RING FACTORY ELEMENTARY SCHOOL	1400 EMMORTON ROAD	BEL AIR, MD 21015	2,057
13	Harford	03017	HOMESTEAD ELEMENTARY SCHOOL	900 S. MAIN STREET	BEL AIR, MD 21014	2,322
13	Harford	03018	SOUTHAMPTON MIDDLE SCHOOL	1200 MOORES MILL ROAD	BEL AIR, MD 21014	2,320
13	Harford	03019	C. MILTON WRIGHT HIGH SCHOOL	1301 N. FOUNTAIN GREEN ROAD	BEL AIR, MD 21014	2,385
13	Harford	03020	PROSPECT MILL ELEMENTARY SCHOOL	101 PROSPECT MILL ROAD	BEL AIR, MD 21015	2,259
13	Harford	03021	FOUNTAIN GREEN ELEMENTARY SCHOOL	517 S. FOUNTAIN GREEN ROAD	BEL AIR, MD 21015	2,508
13	Harford	03022	HARFORD TECHNICAL HIGH SCHOOL	200 THOMAS RUN ROAD	BEL AIR, MD 21015	2,527
13	Harford	03023	ST. MATTHEW LUTHERAN CHURCH-GREAT HALL	1200 CHURCHVILLE ROAD	BEL AIR, MD 21014	2,407
13	Harford	03024	CHRIST CHURCH ROCK SPRING	2100 ROCK SPRING ROAD	FOREST HILL, MD 21050	1,921
13	Harford	04001	JARRETTSVILLE ELEMENTARY SCHOOL CAFETERIA	3818 NORRISVILLE ROAD	JARRETTSVILLE, MD 21084	2,801
13	Harford	04002	YOUTHS BENEFIT ELEMENTARY SCHOOL INTERMEDIATE BLDG	1901 FALLSTON ROAD	FALLSTON, MD 21047	2,447
13	Harford	04003	NORRISVILLE ELEMENTARY SCHOOL	5302 NORRISVILLE ROAD	WHITE HALL, MD 21161	2,344
13	Harford	04004	NORTH BEND ELEMENTARY SCHOOL	1445 NORTH BEND ROAD	JARRETTSVILLE, MD 21084	2,324
13	Harford	04005	YOUTHS BENEFIT ELEMENTARY SCHOOL PRIMARY BLDG	1901 FALLSTON ROAD	FALLSTON, MD 21047	2,862
13	Harford	04006	JARRETTSVILLE FIRE HALL	3825 FEDERAL HILL ROAD	JARRETTSVILLE, MD 21084	1,917
13	Harford	05001	DUBLIN ELEMENTARY SCHOOL	1527 WHITEFORD ROAD	STREET, MD 21154	2,241
13	Harford	05002	NORTH HARFORD HIGH SCHOOL	211 PYLESVILLE ROAD	PYLESVILLE, MD 21132	1,959
13	Harford	05003	NORTH HARFORD ELEMENTARY CAFETERIA	120 PYLESVILLE ROAD	PYLESVILLE, MD 21132	2,195
13	Harford	05004	DARLINGTON ELEMENTARY SCHOOL	2119 SHURESVILLE ROAD	DARLINGTON, MD 21034	1,272
13	Harford	06001	HAVRE DE GRACE HIGH SCHOOL	700 CONGRESS AVENUE	HAVRE DE GRACE, MD 21078	1,646
13	Harford	06002	MEADOWVALE ELEMENTARY SCHOOL	910 GRACEVIEW DRIVE	HAVRE DE GRACE, MD 21078	1,731
13	Harford	06003	HAVRE DE GRACE ELEMENTARY SCHOOL	600 S JUNIATA STREET	HAVRE DE GRACE, MD 21078	1,565
13	Harford	06004	HAVRE DE GRACE MIDDLE SCHOOL	401 LEWIS LANE	HAVRE DE GRACE, MD 21078	903
13	Harford	06005	ROYE WILLIAMS ELEMENTARY SCHOOL	201 OAKINGTON ROAD	HAVRE DE GRACE, MD 21078	159
13	Harford	06006	HAVRE DE GRACE AMBULANCE CORP	1601 LEVEL ROAD	HAVRE DE GRACE, MD 21078	2,550
14	Howard	01001	ST. AUGUSTINE SCHOOL GYM	5990 OLD WASHINGTON BLVD	ELKRIDGE, MD 21075	2,149
14	Howard	01002	ELKRIDGE LANDING MID SCHOOL- GYM	7085 MONTGOMERY RD	ELKRIDGE, MD 21075	2,075
14	Howard	01003	MAYFIELD WOODS MID SCHOOL-CAFETERIA	7950 RED BARN WAY	ELKRIDGE, MD 21075	2,198
14	Howard	01004	ILCHESTER ELEM SCHOOL-CAFETERIA	4981 ILCHESTER ROAD	ELLCOTT CITY, MD 21043	2,290
14	Howard	01005	CHINESE BAPTIST CHURCH-HALL	5005 WATERLOO RD	ELLCOTT CITY, MD 21043	579
14	Howard	01006	DEEP RUN ELEM SCHOOL-CAFETERIA	6925 OLD WATERLOO ROAD	ELKRIDGE, MD 21075	1,847
14	Howard	01007	WATERLOO ELEM SCHOOL-GYM	5940 WATERLOO ROAD	COLUMBIA, MD 21045	177
14	Howard	01008	ELKRIDGE ELEM SCHOOL-CAFETERIA	7075 MONTGOMERY ROAD	ELKRIDGE, MD 21075	1,626
14	Howard	01009	ROCKBURN ELEM SCHOOL-CAFETERIA	6145 MONTGOMERY ROAD	ELKRIDGE, MD 21075	1,436
14	Howard	01010	WATERLOO ELEM SCHOOL-CAFETERIA	5940 WATERLOO ROAD	COLUMBIA, MD 21045	1,284
14	Howard	01011	ILCHESTER ELEM SCHOOL-GYM	4981 ILCHESTER ROAD	ELLCOTT CITY, MD 21043	1,105
14	Howard	01012	BELLOWS SPRING ELEM. SCHOOL- CAFETERIA	8125 OLD STOCKBRIDGE DR	ELLCOTT CITY, MD 21043	272
14	Howard	01013	ELKRIDGE ELEM SCHOOL- GYM	7075 MONTGOMERY RD	ELKRIDGE, MD 21075	1,063
14	Howard	01014	ROCKBURN ELEM SCHOOL- GYM	6145 MONTGOMERY RD	ELKRIDGE, MD 21075	1,303
14	Howard	01015	DEEP RUN ELEM SCHOOL - GYM	6925 OLD WATERLOO RD	ELKRIDGE, MD 21075	1,664
14	Howard	02001	PARK VIEW AT ELLICOTT CITY-DAY ROOM	8720 RIDGE ROAD	ELLCOTT CITY, MD 21043	1,581
14	Howard	02002	ELLCOTT MILLS MID SCHOOL-CAFETERIA	4445 MONTGOMERY ROAD	ELLCOTT CITY, MD 21043	2,262
14	Howard	02003	ELLCOTT MILLS MID SCHOOL-GYM	4445 MONTGOMERY ROAD	ELLCOTT CITY, MD 21043	2,394
14	Howard	02004	HOWARD HIGH SCHOOL-GYMNASIUM	8700 ROUTE 108	ELLCOTT CITY, MD 21043	1,463
14	Howard	02005	CENTENNIAL LANE ELEM SCHOOL-CAFETERIA	3825 CENTENNIAL LANE	ELLCOTT CITY, MD 21042	1,498

14	Howard	02006	ST. JOHN'S LANE ELEM SCHOOL-CAFETERIA	2960 ST. JOHN'S LANE	ELLCOTT CITY, MD 21042	1,500
14	Howard	02007	MT. HEBRON HIGH SCHOOL-CAFETERIA	9440 ROUTE 99	ELLCOTT CITY, MD 21042	1,624
14	Howard	02008	HOLLIFIELD STATION ELEM SCHOOL-CAFETERIA	8701 STONEHOUSE DRIVE	ELLCOTT CITY, MD 21043	1,727
14	Howard	02009	THE HEARTLANDS-CAFETERIA	3004 NORTH RIDGE ROAD	ELLCOTT CITY, MD 21043	2,105
14	Howard	02010	CENTENNIAL HIGH SCHOOL-CAFETERIA	4300 CENTENNIAL LANE	ELLCOTT CITY, MD 21042	1,224
14	Howard	02011	KIWANIS HALL-ROOMS 1 & 2	10481 FREDERICK ROAD	ELLCOTT CITY, MD 21042	2,192
14	Howard	02012	ELLCOTT CITY SENIOR CENTER- MEETING ROOM	9401 FREDERICK ROAD	ELLCOTT CITY, MD 21042	2,290
14	Howard	02013	DUNLOGGIN MID SCHOOL-CAFETERIA	9129 NORTHFIELD ROAD	ELLCOTT CITY, MD 21042	946
14	Howard	02014	HARVESTER BAPTIST CHURCH-CLASSROOM	9605 OLD ANNAPOLIS ROAD	ELLCOTT CITY, MD 21042	955
14	Howard	02015	BURLEIGH MANOR MID SCHOOL-GYM	4200 CENTENNIAL LANE	ELLCOTT CITY, MD 21042	2,121
14	Howard	02016	WORTHINGTON ELEM SCHOOL-CAFETERIA	4570 ROUNDHILL RD	ELLCOTT CITY, MD 21043	1,538
14	Howard	02017	BURLEIGH MANOR MID SCHOOL-CAFETERIA	4200 CENTENNIAL LANE	ELLCOTT CITY, MD 21042	2,112
14	Howard	02018	MT. HEBRON HIGH SCHOOL-GYM	9440 ROUTE 99	ELLCOTT CITY, MD 21042	2,067
14	Howard	02019	WAVERLY ELEM SCHOOL-CAFETERIA	10220 WETHERBURN ROAD	ELLCOTT CITY, MD 21042	1,502
14	Howard	02020	NORTHFIELD ELEM SCHOOL-CAFETERIA	9125 NORTHFIELD ROAD	ELLCOTT CITY, MD 21042	950
14	Howard	02021	NORTHFIELD ELEM SCHOOL-GYM	9125 NORTHFIELD ROAD	ELLCOTT CITY, MD 21042	333
14	Howard	02022	CENTENNIAL HIGH SCHOOL-GYM	4300 CENTENNIAL LANE	ELLCOTT CITY, MD 21042	57
14	Howard	02023	HOLLIFIELD STATION ELEM. SCHOOL- GYM	8701 STONEHOUSE DR	ELLCOTT CITY, MD 21043	1,198
14	Howard	02024	PATAPSCO MIDDLE SCHOOL- GYM	8885 OLD FREDERICK ROAD	ELLCOTT CITY, MD 21043	1,272
14	Howard	02025	BONNIE BRANCH MID SCHOOL - CAFETERIA	4979 ILCHESTER RD	ELLCOTT CITY, MD 21043	1,333
14	Howard	03001	WEST FRIENDSHIP ELEM SCHOOL-CAFETERIA	12500 FREDERICK ROAD	W. FRIENDSHIP, MD 21794	1,549
14	Howard	03002	MT. VIEW MID SCHOOL-CAFETERIA	12101 WOODFORD DRIVE	MARRIOTTSVILLE, MD 21104	2,132
14	Howard	03003	MANOR WOODS ELEM SCHOOL-CAFETERIA	11575 ROUTE 144	ELLCOTT CITY, MD 21042	2,099
14	Howard	03004	MANOR WOODS ELEM SCHOOL-GYM	11575 ROUTE 144	ELLCOTT CITY, MD 21042	252
14	Howard	03005	MT. VIEW MIDDLE SCHOOL- GYM	12101 WOODFORD DR	MARRIOTTSVILLE, MD 21104	3,041
14	Howard	03006	FOLLY QUARTER MID SCHOOL - CAFETERIA	13500 TRIADELPHIA RD	ELLCOTT CITY, MD 21042	1,606
14	Howard	04001	LISBON VOLUNTEER FIRE DEPT-HALL	1330 ROUTE 94	LISBON, MD 21765	1,241
14	Howard	04002	GLENELG HIGH SCHOOL-CAFETERIA	14025 BURNTWOODS ROAD	GLENELG, MD 21737	1,468
14	Howard	04003	LISBON ELEM SCHOOL-CAFETERIA	15901 FREDERICK ROAD	LISBON, MD 21765	1,708
14	Howard	04004	LISBON ELEM. SCHOOL- GYM	15901 FREDERICK RD	LISBON, MD 21765	1,946
14	Howard	04005	ST. MICHAEL'S CATHOLIC CHURCH - MULTI-PURPOSE RM	1125 ST. MICHAELS RD	MT. AIRY, MD 21771	1,388
14	Howard	04006	GLENWOOD MID SCHOOL - CAFETERIA	2680 RT 97	GLENWOOD, MD 21738	1,710
14	Howard	05001	CLARKSVILLE ELEM SCHOOL-CAFETERIA	12041 ROUTE 108	CLARKSVILLE, MD 21029	2,410
14	Howard	05002	LONGFELLOW ELEM SCHOOL-CAFETERIA	5470 HESPERUS DRIVE	COLUMBIA, MD 21044	871
14	Howard	05003	VANTAGE HSE RETIREMENT CTR-AUDITORIUM	5400 VANTAGE POINT RD.	COLUMBIA, MD 21044	2,181
14	Howard	05004	WILDE LAKE HIGH SCHOOL-LOBBY	5460 TRUMPETER ROAD	COLUMBIA, MD 21044	2,081
14	Howard	05005	POINTERS RUN ELEM SCHOOL-CAFETERIA	6600 SOUTH TROTTER ROAD	CLARKSVILLE, MD 21029	2,275
14	Howard	05006	FULTON ELEM SCHOOL-CAFETERIA	11600 SCAGGSVILLE ROAD	FULTON, MD 20759	1,763
14	Howard	05007	SWANSFIELD ELEM SCHOOL-CAFETERIA	5610 CEDAR LANE	COLUMBIA, MD 21044	1,509
14	Howard	05008	BRYANT WOODS ELEM SCHOOL-CAFETERIA	5450 BLUE HERON LANE	COLUMBIA, MD 21044	1,802
14	Howard	05009	HARPERS CHOICE MID SCHOOL-CAFETERIA	5450 BEAVERKILL ROAD	COLUMBIA, MD 21044	1,784
14	Howard	05010	CLARKSVILLE MID SCHOOL-CAFETERIA	6535 SOUTH TROTTER ROAD	CLARKSVILLE, MD 21029	2,409
14	Howard	05011	COLUMBIA ASSOCIATION - CLARET HALL	6020 DAYBREAK CIRCLE	CLARKSVILLE, MD 21029	2,042
14	Howard	05012	HAWTHORN NEIGHBORHOOD CENTER- COMMUNITY ROOM	6175 SUNNY SPRING	COLUMBIA, MD 21044	1,678
14	Howard	05013	ATHOLTON HIGH SCHOOL-CAFETERIA	6520 FREETOWN RD	COLUMBIA, MD 21044	978
14	Howard	05014	LONGFELLOW ELEM SCHOOL-GYM	5470 HESPERUS DRIVE	COLUMBIA, MD 21044	892
14	Howard	05015	CLEMENS CROSSING ELEM SCHOOL-GYM	10320 QUARTERSTAFF ROAD	COLUMBIA, MD 21044	2,236
14	Howard	05016	RUNNING BROOK ELEM SCHOOL-CAFETERIA	5215 W. RUNNING BROOK RD	COLUMBIA, MD 21044	1,592
14	Howard	05017	HARMONY HALL RETIREMENT CENTER-DAYROOM	6336 CEDAR LANE	COLUMBIA, MD 21044	1,585
14	Howard	05018	FLORENCE BAIN SENIOR CENTER-GREAT RMS. 2 & 3	5470 RUTH KEETON WAY	COLUMBIA, MD 21044	1,202
14	Howard	05019	RIVER HILL HIGH SCHOOL-CAFETERIA	12101 ROUTE 108	CLARKSVILLE, MD 21029	2,138
14	Howard	05020	SCHOOLEY MILL PARK-MULTI PURPOSE RM	12975 HALL SHOP RD	HIGHLAND, MD 20777	1,364
14	Howard	05021	HOW. COMM. COLL.- SCI. & TECH. BLDG-RM SA-101 (GAME RM)	10901 LITTLE PATUXENT PKY	COLUMBIA, MD 21044	1,906
14	Howard	05022	CLARKSVILLE MIDDLE SCHOOL- GYM	6535 SOUTH TROTTER RD	CLARKSVILLE, MD 21029	2,789
14	Howard	05023	SWANSFIELD ELEM SCHOOL - GYM	5610 CEDAR LANE	COLUMBIA, MD 21044	1,400
14	Howard	06001	SAVAGE VOLUNTEER FIRE DEPT-HALL	8925 LINCOLN STREET	SAVAGE, MD 20763	1,361
14	Howard	06002	FOREST RIDGE ELEM SCHOOL-CAFETERIA	9550 GORMAN ROAD	LAUREL, MD 20723	2,246
14	Howard	06003	HAMMOND MID SCHOOL-MEDIA ROOM	8110 ALADDIN DRIVE	LAUREL, MD 20723	1,206
14	Howard	06004	ATHOLTON ELEM SCHOOL-CAFETERIA	6700 SENECA DRIVE	COLUMBIA, MD 21046	2,060
14	Howard	06005	OAKLAND MILLS MID SCHOOL-CAFETERIA	9540 KILIMANJARO ROAD	COLUMBIA, MD 21045	1,337
14	Howard	06006	THUNDER HILL ELEM SCHOOL-CAFETERIA	9357 MELLENBROOK ROAD	COLUMBIA, MD 21045	1,197
14	Howard	06007	GUILFORD ELEM SCHOOL-CAFETERIA	7335 OAKLAND MILLS ROAD	COLUMBIA, MD 21046	1,176
14	Howard	06008	STEVENS FOREST ELEM SCHOOL-CAFETERIA	6045 STEVENS FOREST ROAD	COLUMBIA, MD 21045	1,333
14	Howard	06009	TALBOTT SPRINGS ELEM SCHOOL-CAFETERIA	9550 BASKET RING ROAD	COLUMBIA, MD 21045	1,576
14	Howard	06010	HOWARD HIGH SCHOOL- CAFETERIA	8700 ROUTE 108	ELLCOTT CITY, MD 21043	1,622
14	Howard	06011	JEFFERS HILL ELEM SCHOOL-CAFETERIA	6000 TAMAR DRIVE	COLUMBIA, MD 21045	1,642
14	Howard	06012	CRADLEROCK SCHOOL- ELEMENTARY CAFETERIA	6700 CRADLEROCK WAY	COLUMBIA, MD 21045	724

14	Howard	06013	CRADLEROCK SCHOOL- MIDDLE SCHOOL CAFE,	6700 CRADLEROCK WAY	COLUMBIA, MD 21045	1,401
14	Howard	06014	PHELPS LUCK ELEM SCHOOL-CAFETERIA	5370 OLDSTONE COURT	COLUMBIA, MD 21045	1,515
14	Howard	06015	LAUREL WOODS ELEM SCHOOL-GYM	9250 N. LAUREL ROAD	LAUREL, MD 20723	1,481
14	Howard	06016	PHELPS LUCK ELEM SCHOOL-GYM	5370 OLDSTONE COURT	COLUMBIA, MD 21045	2,064
14	Howard	06017	OWEN BROWN PLACE- MEETING ROOM	7080 CRADLEROCK WAY	COLUMBIA, MD 21045	1,877
14	Howard	06018	HAMMOND HIGH SCHOOL-CAFETERIA	8800 GUILFORD RD	COLUMBIA, MD 21046	1,461
14	Howard	06019	GUILFORD ELEM SCHOOL-GYM	7335 OAKLAND MILLS ROAD	COLUMBIA, MD 21046	1,727
14	Howard	06020	PATUXENT VALLEY MID SCHOOL-CAFETERIA	9151 VOLLMERHAUSEN RD	JESSUP, MD 20794	1,743
14	Howard	06021	LONG REACH HIGH SCHOOL-CAFETERIA	6101 OLD DOBBIN LANE	COLUMBIA, MD 21045	1,153
14	Howard	06022	OWEN BRWN INTERFAITH CENTER-MEETING RM	7246 CRADLEROCK WAY	COLUMBIA, MD 21045	1,549
14	Howard	06023	BOLLMAN BRIDGE ELEM SCHOOL-CAFETERIA	8200 SAVAGE-GUILFORD ROAD	JESSUP, MD 20794	809
14	Howard	06024	MURRAY HILL MID SCHOOL-CAFETERIA	9989 WINTER SUN ROAD	LAUREL, MD 20723	1,523
14	Howard	06025	HAMMOND ELEM SCHOOL-MEDIA CENTER	8110 ALADDIN DRIVE	LAUREL, MD 20723	753
14	Howard	06026	HAMMOND HIGH SCHOOL-MEDIA CENTER	8800 GUILFORD RD	COLUMBIA, MD 21046	2,134
14	Howard	06027	FOREST RIDGE ELEM-GYM	9550 GORMAN RD	LAUREL, MD 20723	1,482
14	Howard	06028	GORMAN CROSSING ELEM SCHOOL-CAFETERIA	9999 WINTER SUN ROAD	LAUREL, MD 20723	2,182
14	Howard	06029	LONG REACH HIGH SCHOOL- GYM	6101 OLD DOBBIN LANE	COLUMBIA, MD 21045	3,157
14	Howard	06030	HOWARD CO DEPT PARK/REC HDQTS-MTG RMS 1&2	7120 OAKLAND MILLS ROAD	COLUMBIA, MD 21046	631
14	Howard	06031	JEFFERS HILL ELEM. SCHOOL- GYM	6000 TAMAR DR	COLUMBIA, MD 21045	1,242
14	Howard	06032	GORMAN CROSSING ELEM. SCHOOL- GYM	9999 WINTER SUN RD	LAUREL, MD 20723	1,530
14	Howard	06033	PATUXENT VALLEY MIDDLE SCHOOL- GYM	9151 VOLLMERHAUSEN RD	JESSUP, MD 20794	1,688
14	Howard	06034	LAUREL WOODS ELEM SCHOOL- CAFETERIA	9250 N. LAUREL RD	LAUREL, MD 20723	1,305
14	Howard	06035	MURRAY HILL MID SCHOOL - GYM	9989 WINTER SUN RD	LAUREL, MD 20723	1,723
15	Kent	01001	MILLINGTON FIRE HOUSE	SASSAFRAS STREET	MILLINGTON, MD 21651	912
15	Kent	01002	GALENA FIRE DEPARTMENT	90 EAST CROSS	GALENA, MD 21635	1,326
15	Kent	02001	KENNEDYVILLE COMMUNITY HALL	CREAMERY STREET	KENNEDYVILLE, MD 21645	1,224
15	Kent	03001	PARKS & RECREATION BLDG.	10932 WORTON ROAD	WORTON, MD 21678	1,309
15	Kent	03002	BETTERTON FIRE HOUSE	HOWELL POINT ROAD	BETTERTON, MD 21610	535
15	Kent	04001	BOARD OF EDUCATION BUILDING	215 WASHINGTON AVENUE	CHESTERTOWN, MD 21620	1,854
15	Kent	04002	BOARD OF EDUCATION BUILDING	215 WASHINGTON AVENUE	CHESTERTOWN, MD 21620	1,130
15	Kent	05001	ROCK HALL FIRE HOUSE	21500 ROCK HALL AVENUE	ROCK HALL, MD 21661	1,759
15	Kent	06001	ELKS LODGE	8631 BELL ROSE LANE	CHESTERTOWN, MD 21620	1,168
15	Kent	07001	CHESTERTOWN FIRE DEPARTMENT	211 MAPLE AVE.	CHESTERTOWN, MD 21620	994
16	Montgomery	01001	LAYTONSVILLE ELEM SCHOOL	21401 LAYTONSVILLE ROAD	LAYTONSVILLE, MD 20882	2,281
16	Montgomery	01002	GOSHEN ELEMENTARY SCHOOL	8701 WARFIELD ROAD	GAITHERSBURG, MD 20882	3,372
16	Montgomery	01003	LAKE MARION COMMUNITY CENTER	8821 EAST VILLAGE AVENUE	MONTGOMERY VILLAGE, MD 20886	2,431
16	Montgomery	01004	JUDITH A RESNIK ELEM SCH	7301 HADLEY FARMS DRIVE	GAITHERSBURG, MD 20879	1,731
16	Montgomery	01005	AGRICULTURAL HISTORY FARM PARK	18400 MUNCASTER ROAD	DERWOOD, MD 20855	2,638
16	Montgomery	01006	LAYTONSVILLE GOLF COURSE	7130 DORSEY ROAD	LAYTONSVILLE, MD 20882	1,501
16	Montgomery	02001	ROCKY HILL MIDDLE SCHOOL	22401 BRICK HAVEN WAY	CLARKSBURG, MD 20871	3,445
16	Montgomery	02002	KINGSVIEW MIDDLE SCHOOL	18909 KINGSVIEW ROAD	GERMANTOWN, MD 20874	3,850
16	Montgomery	02003	WATERS LANDING ELEM SCHOOL	13100 WATERS LANDING DRIVE	GERMANTOWN, MD 20874	3,092
16	Montgomery	02004	LAKE SENECA ELEM SCHOOL	13600 WANEGARDEN DRIVE	GERMANTOWN, MD 20874	2,954
16	Montgomery	02005	MARTIN LUTHER KING JR. M SCH	13737 WISTERIA DRIVE	GERMANTOWN, MD 20874	3,031
16	Montgomery	02006	CEDARBROOK COMMUNITY CHURCH	23700 STRINGTOWN RD	CLARKSBURG, MD 20871	4,478
16	Montgomery	02007	HYATTSTOWN VOL FIRE DEPT	25801 FREDERICK ROAD	CLARKSBURG, MD 20871	389
16	Montgomery	02008	LITTLE BENNETT ELEMENTARY SCHOOL	23930 BURDETTE FOREST ROAD	CLARKSBURG, MD 20871	1,941
16	Montgomery	03001	POOLESVILLE ELEM SCHOOL	19565 FISHER AVENUE	POOLESVILLE, MD 20837	2,464
16	Montgomery	03002	JOHN POOLE MIDDLE SCHOOL	17014 TOM FOX AVENUE	POOLESVILLE, MD 20837	1,974
16	Montgomery	04001	MARYVALE ELEMENTARY SCHOOL	1000 FIRST STREET	ROCKVILLE, MD 20850	2,967
16	Montgomery	04002	JULIUS WEST MIDDLE SCHOOL	651 GREAT FALLS ROAD	ROCKVILLE, MD 20850	2,658
16	Montgomery	04003	CARVER EDUCATIONAL SERVICES CENTER	850 HUNGERFORD DRIVE	ROCKVILLE, MD 20850	3,529
16	Montgomery	04004	PARKSIDE CLUBHOUSE SOUTH	10520 MONTROSE AVENUE	BETHESDA, MD 20814	2,594
16	Montgomery	04005	RICH MONTGOMERY HIGH SCHOOL	250 RICHARD MONTGOMERY DRIVE	ROCKVILLE, MD 20852	2,562
16	Montgomery	04006	LONE OAK SCHOOL CENTER	1010 GRANDIN AVENUE	ROCKVILLE, MD 20851	1,929
16	Montgomery	04007	TWINBROOK ELEMENTARY SCHOOL	5911 RIDGWAY AVENUE	ROCKVILLE, MD 20851	2,146
16	Montgomery	04008	GARRETT PARK ELEMENTARY SCH	4810 OXFORD STREET	KENSINGTON, MD 20895	2,364
16	Montgomery	04009	MEADOW HALL ELEM SCHOOL	951 TWINBROOK PARKWAY	ROCKVILLE, MD 20851	1,433
16	Montgomery	04010	TILDEN MIDDLE SCHOOL	11211 OLD GEORGETOWN ROAD	ROCKVILLE, MD 20852	2,395
16	Montgomery	04012	WINSTON CHURCHILL HIGH SCH	11300 GAINSBOROUGH ROAD	POTOMAC, MD 20854	3,245
16	Montgomery	04013	FARMLAND ELEMENTARY SCHOOL	7000 OLD GATE ROAD	ROCKVILLE, MD 20852	2,099
16	Montgomery	04014	COLLEGE GARDENS ELEMENTARY SCHOOL	1700 YALE PLACE	ROCKVILLE, MD 20850	3,204
16	Montgomery	04015	ROCKING HORSE ROAD CENTER	4910 MACON ROAD	ROCKVILLE, MD 20852	3,249
16	Montgomery	04016	THOMAS S. WOOTTON HIGH SCHOOL	2100 WOOTTON PARKWAY	ROCKVILLE, MD 20850	3,977
16	Montgomery	04017	LUXMANOR ELEMENTARY SCHOOL	6201 TILDEN LANE	ROCKVILLE, MD 20852	1,864
16	Montgomery	04018	TILDEN CENTER	6300 TILDEN LANE	ROCKVILLE, MD 20852	2,730
16	Montgomery	04019	CANDLEWOOD ELEMENTARY SCHOOL	7210 OSPREY DRIVE	DERRWOOD, MD 20855	1,910

16	Montgomery	04020	ROBERT FROST MIDDLE SCHOOL	9201 SCOTT DRIVE	ROCKVILLE, MD 20850	2,560
16	Montgomery	04021	FALLSMEAD ELEMENTARY SCHOOL	1800 GREENPLACE TERRACE	ROCKVILLE, MD 20850	2,531
16	Montgomery	04023	COLD SPRING ELEM SCHOOL	9201 FALLS CHAPEL WAY	POTOMAC, MD 20854	2,649
16	Montgomery	04024	LAKEWOOD ELEM SCHOOL	2534 LINDLEY TERRACE	ROCKVILLE, MD 20850	2,581
16	Montgomery	04025	RITCHIE PARK ELEM SCHOOL	1514 DUNSTER ROAD	ROCKVILLE, MD 20854	1,936
16	Montgomery	04027	TWINBROOK LIBRARY	202 MEADOW HALL DRIVE	ROCKVILLE, MD 20851	374
16	Montgomery	04028	JEWISH COMMUNITY CENTER	6125 MONTROSE ROAD	ROCKVILLE, MD 20852	1,115
16	Montgomery	04030	ST. ELIZABETH CATHOLIC SCHOOL	917 MONTROSE ROAD	ROCKVILLE, MD 20852	2,647
16	Montgomery	04031	WALTER JOHNSON HIGH SCHOOL	6400 ROCK SPRING DRIVE	BETHESDA, MD 20814	2,738
16	Montgomery	04032	IVYMOUNT SCHOOL	11614 SEVEN LOCKS ROAD	POTOMAC, MD 20854	1,199
16	Montgomery	04034	SHADY GROVE PRESBYTERIAN CH	16911 REDLAND ROAD	DERWOOD, MD 20855	1,774
16	Montgomery	05001	GOOD HOPE COMMUNITY CENTER	14715 GOOD HOPE ROAD	SILVER SPRING, MD 20905	3,178
16	Montgomery	05002	GREENCASTLE ELEM SCHOOL	13611 ROBNEY ROAD	SILVER SPRING, MD 20904	2,678
16	Montgomery	05003	UNITARIAN UNIVERSALIST CHURCH OF SILVER SPRING	10309 NEW HAMPSHIRE AVENUE	SILVER SPRING, MD 20903	1,781
16	Montgomery	05004	RIDERWOOD VILLAGE	3120 GRACEFIELD ROAD	SILVER SPRING, MD 20904	1,678
16	Montgomery	05005	SPRINGBROOK HIGH SCHOOL	201 VALLEY BROOK DRIVE	SILVER SPRING, MD 20904	3,657
16	Montgomery	05006	WHITE OAK MIDDLE SCHOOL	12201 NEW HAMPSHIRE AVENUE	SILVER SPRING, MD 20904	3,440
16	Montgomery	05007	NATIONAL LABOR COLLEGE	10000 NEW HAMPSHIRE AVENUE	SILVER SPRING, MD 20903	975
16	Montgomery	05008	WM T PAGE ELEMENTARY SCHOOL	13400 TAMARACK ROAD	SILVER SPRING, MD 20904	1,756
16	Montgomery	05009	WESTOVER ELEMENTARY SCHOOL	401 HAWKESBURY LANE	SILVER SPRING, MD 20904	3,698
16	Montgomery	05010	CRESTHAVEN ELEMENTARY SCHOOL	1234 CRESTHAVEN DRIVE	SILVER SPRING, MD 20903	1,694
16	Montgomery	05011	CANNON RD ELEMENTARY SCHOOL	901 CANNON ROAD	SILVER SPRING, MD 20904	3,318
16	Montgomery	05012	PAINT BRANCH HIGH SCHOOL	14121 OLD COLUMBIA PIKE	BURTONSVILLE, MD 20866	3,920
16	Montgomery	05013	JACKSON RD ELEMENTARY SCHOOL	900 JACKSON ROAD	SILVER SPRING, MD 20904	3,457
16	Montgomery	05014	BROAD ACRES ELEM SCHOOL	710 BEACON ROAD	SILVER SPRING, MD 20903	2,385
16	Montgomery	05015	CLOVERLY ELEMENTARY SCHOOL	800 BRIGGS CHANEY ROAD	SILVER SPRING, MD 20905	3,162
16	Montgomery	05016	STONEGATE ELEMENTARY SCHOOL	14811 NOTLEY ROAD	SILVER SPRING, MD 20905	3,033
16	Montgomery	05017	FAIRLAND SCHOOL CENTER	13313 OLD COLUMBIA PIKE	SILVER SPRING, MD 20904	3,286
16	Montgomery	05018	BURTONSVILLE ELEM SCHOOL	15516 OLD COLUMBIA PIKE	BURTONSVILLE, MD 20866	1,566
16	Montgomery	05019	BENJAMIN BANNEKER MIDDLE SCH	14800 PERRYWOOD DRIVE	BURTONSVILLE, MD 20866	3,051
16	Montgomery	05020	MARILYN J. PRAISNER COM.REC. CTR.	14906 OLD COLUMBIA PIKE	BURTONSVILLE, MD 20866	2,030
16	Montgomery	05021	EASTERN MONTGOMERY REGIONAL SERVICES CENTER	3300 BRIGGS CHANEY ROAD	SILVER SPRING, MD 20904	2,690
16	Montgomery	05023	MARILYN J. PRAISNER COM.REC. CTR.	14906 OLD COLUMBIA PIKE	BURTONSVILLE, MD 20866	1,581
16	Montgomery	06001	JONES LANE ELEMENTARY SCHOOL	15110 JONES LANE	GAITHERSBURG, MD 20878	2,102
16	Montgomery	06002	SS PETER & PAUL A.O. CHURCH	10620 RIVER ROAD	POTOMAC, MD 20854	2,169
16	Montgomery	06003	RIDGEVIEW MIDDLE SCHOOL	16600 RAVEN ROCK DRIVE	GAITHERSBURG, MD 20878	2,337
16	Montgomery	06004	DUFIEF ELEMENTARY SCHOOL	15001 DUFIEF DRIVE	GAITHERSBURG, MD 20878	2,177
16	Montgomery	06005	QUINCE ORCHARD HIGH SCHOOL	15800 QUINCE ORCHARD ROAD	GAITHERSBURG, MD 20878	3,607
16	Montgomery	06006	TRAVILAH ELEMENTARY SCHOOL	13801 DUFIEF MILL ROAD	GAITHERSBURG, MD 20878	2,649
16	Montgomery	06007	MATSUNAGA ELEMENTARY SCHOOL	13902 BROMFIELD ROAD	GERMANTOWN, MD 20874	2,801
16	Montgomery	06008	STONE MILL ELEM SCHOOL	14323 STONEBRIDGE VIEW DR	NORTH POTOMAC, MD 20878	3,200
16	Montgomery	06009	OUR LADY OF THE VISITATION PARISH	14139 SENECA ROAD	DARNESTOWN, MD 20874	1,939
16	Montgomery	06010	GREAT SENECA CREEK ELEMENTARY SCHOOL	13010 DAIRYMAID DRIVE	GERMANTOWN, MD 20874	2,544
16	Montgomery	06011	NORTHWEST HIGH SCHOOL	13501 RICHTER FARM ROAD	GERMANTOWN, MD 20874	3,372
16	Montgomery	06012	SHADY GROVE CONFERENCE CENTER	9630 GUDELSKY DRIVE	ROCKVILLE, MD 20850	1,783
16	Montgomery	06013	CHRISTIAN LIFE CENTER	11800 DARNESTOWN ROAD	GAITHERSBURG, MD 20878	1,675
16	Montgomery	07001	BETHESDA CHEVY CHASE HIGH SC	4301 EAST-WEST HIGHWAY	BETHESDA, MD 20814	1,667
16	Montgomery	07002	CHEVY CHASE VILLAGE HALL	5906 CONNECTICUT AVENUE	CHEVY CHASE, MD 20815	2,147
16	Montgomery	07003	CLARA BARTON COMMUNITY CENTR	7425 MACARTHUR BOULEVARD	CABIN JOHN, MD 20818	2,889
16	Montgomery	07004	BETHESDA ELEMENTARY SCHOOL	7600 ARLINGTON ROAD	BETHESDA, MD 20814	3,625
16	Montgomery	07005	ROLLINGWOOD SCHOOL CENTER	3200 WOODBINE STREET	CHEVY CHASE, MD 20815	2,131
16	Montgomery	07006	CHEVY CHASE ELEMENTARY SCH	4015 ROSEMARY STREET	CHEVY CHASE, MD 20815	2,333
16	Montgomery	07007	WESTBROOK ELEMENTARY SCHOOL	5110 ALLAN TERRACE	BETHESDA, MD 20816	1,883
16	Montgomery	07008	CHRIST LUTHERAN CHURCH	8011 OLD GEORGETOWN ROAD	BETHESDA, MD 20814	2,573
16	Montgomery	07009	LYNBROOK SCHOOL CENTER	8001 LYNBROOK DRIVE	BETHESDA, MD 20814	2,425
16	Montgomery	07010	ST. JANE FRANCES DE CHANTAL CATHOLIC CHURCH	9601 OLD GEORGETOWN ROAD	BETHESDA, MD 20814	2,734
16	Montgomery	07011	SOMERSET ELEMENTARY SCHOOL	5811 WARWICK PLACE	CHEVY CHASE, MD 20815	3,190
16	Montgomery	07012	BETHESDA-CHEVY CHASE RESCUE SQUAD	5020 BATTERY LANE	BETHESDA, MD 20814	2,601
16	Montgomery	07013	WESTLAND MIDDLE SCHOOL	5511 MASSACHUSETTS AVENUE	BETHESDA, MD 20816	3,215
16	Montgomery	07015	THOMAS W. PYLE MIDDLE SCHOOL	6311 WILSON LANE	BETHESDA, MD 20817	3,265
16	Montgomery	07016	NORTH CHEVY CHASE ELEM SCH	3700 JONES BRIDGE ROAD	CHEVY CHASE, MD 20815	1,955
16	Montgomery	07017	WYNGATE ELEMENTARY SCHOOL	9300 WADSWORTH DRIVE	BETHESDA, MD 20817	1,804
16	Montgomery	07018	WASHINGTON WALDORF SCHOOL	4800 SANGAMORE ROAD	BETHESDA, MD 20816	2,500
16	Montgomery	07019	NORTH BETHESDA MIDDLE SCHOOL	8935 BRADMOORE DRIVE	BETHESDA, MD 20817	2,135
16	Montgomery	07020	ASHBURTON ELEMENTARY SCHOOL	6314 LONE OAK DRIVE	BETHESDA, MD 20817	2,224
16	Montgomery	07021	CHEVY CHASE UNITED METHODIST CHURCH	7001 CONNECTICUT AVENUE	CHEVY CHASE, MD 20815	1,286
16	Montgomery	07022	BANNOCKBURN ELEM SCHOOL	6520 DALROY LANE	BETHESDA, MD 20817	2,183

16	Montgomery	07023	WALT WHITMAN HIGH SCHOOL	7100 WHITTIER BOULEVARD	BETHESDA, MD 20817	2,944
16	Montgomery	07024	LITTLE FLOWER SCHOOL HALL	5601 MASSACHUSETTS AVENUE	BETHESDA, MD 20816	2,466
16	Montgomery	07025	GROSVENOR SCHOOL CENTER	5701 GROSVENOR LANE	BETHESDA, MD 20814	2,080
16	Montgomery	07026	FRIENDSHIP HEIGHTS VILLAGE CENTER	4433 S. PARK AVENUE	CHEVY CHASE, MD 20815	3,562
16	Montgomery	07027	ST. DUNSTAN'S EPISC. CHURCH	5450 MASSACHUSETTS AVE	BETHESDA, MD 20816	1,779
16	Montgomery	07028	BRADLEY HILLS ELEM SCHOOL	8701 HARTSDALE AVENUE	BETHESDA, MD 20817	1,843
16	Montgomery	07030	CONCORD-ST. ANDREW'S UNITED METHODIST CHURCH	5910 GOLDSBORO ROAD	BETHESDA, MD 20817	1,057
16	Montgomery	07031	THE PROMENADE PARTY ROOM	5225 POOKS HILL ROAD	BETHESDA, MD 20814	992
16	Montgomery	07032	CHEVY CHASE LIBRARY	8005 CONNECTICUT AVENUE	CHEVY CHASE, MD 20815	1,409
16	Montgomery	08001	OLNEY ELEMENTARY SCHOOL	3401 QUEEN MARY DRIVE	OLNEY, MD 20832	3,237
16	Montgomery	08002	GREENWOOD ELEMENTARY SCHOOL	3336 GOLD MINE ROAD	BROOKEVILLE, MD 20833	3,679
16	Montgomery	08003	FLOWER VALLEY ELEM SCHOOL	4615 SUNFLOWER DRIVE	ROCKVILLE, MD 20853	2,764
16	Montgomery	08004	SEQUOYAH ELEMENTARY SCHOOL	17301 BOWIE MILL ROAD	DERWOOD, MD 20855	1,349
16	Montgomery	08005	BELMONT ELEMENTARY SCHOOL	19528 OLNEY MILL ROAD	OLNEY, MD 20832	2,590
16	Montgomery	08006	SHERWOOD HIGH SCHOOL	300 OLNEY-SANDY SPRING ROAD	SANDY SPRING, MD 20860	3,627
16	Montgomery	08007	SHERWOOD ELEMENTARY SCHOOL	1401 OLNEY-SANDY SPRING ROAD	SANDY SPRING, MD 20860	1,756
16	Montgomery	08008	COL. ZADOK MAGRUDER HIGH SCH	5939 MUNCASTER MILL ROAD	ROCKVILLE, MD 20855	2,753
16	Montgomery	08009	OLNEY SWIM CENTER	16605 GEORGIA AVENUE	OLNEY, MD 20832	3,224
16	Montgomery	08010	OLNEY BAPTIST CHURCH	17525 GEORGIA AVENUE	OLNEY, MD 20832	1,960
16	Montgomery	08011	BROOKE GROVE ELEMENTARY SCH	2700 SPARTAN ROAD	OLNEY, MD 20832	2,378
16	Montgomery	08012	ROSA PARKS MIDDLE SCHOOL	19200 OLNEY MILL ROAD	OLNEY, MD 20832	2,147
16	Montgomery	08013	SANDY SPRING VOLUNTEER FIRE DEPARTMENT	17921 BROOKE ROAD	SANDY SPRING, MD 20860	1,612
16	Montgomery	09001	GAITHERSBURG ELEM SCHOOL	35 N. SUMMIT AVENUE	GAITHERSBURG, MD 20877	1,575
16	Montgomery	09002	GAITHERSBURG HIGH SCHOOL	314 S. FREDERICK AVENUE	GAITHERSBURG, MD 20877	2,092
16	Montgomery	09003	BROWN STATION ELEM SCHOOL	851 QUINCE ORCHARD BOULEVARD	GAITHERSBURG, MD 20878	2,002
16	Montgomery	09004	MILL CREEK TOWNE ELEM SCH	17700 PARK MILL DRIVE	DERWOOD, MD 20855	2,362
16	Montgomery	09005	MONTGOMERY VILLAGE MID SCH	19300 WATKINS MILL RD	MONTGOMERY VILLAGE, MD 20886	1,262
16	Montgomery	09006	FIELDS RD ELEMENTARY SCHOOL	1 SCHOOL DRIVE	GAITHERSBURG, MD 20878	3,428
16	Montgomery	09007	SOUTH LAKE ELEMENTARY SCHOOL	18201 CONTOUR ROAD	GAITHERSBURG, MD 20877	2,864
16	Montgomery	09008	SENECA VALLEY HIGH SCHOOL	19401 CRYSTAL ROCK DRIVE	GERMANTOWN, MD 20874	3,539
16	Montgomery	09009	WHETSTONE ELEMENTARY SCHOOL	19201 THOMAS FARM ROAD	GAITHERSBURG, MD 20886	1,444
16	Montgomery	09010	WASHINGTON GROVE ELEM SCHOOL	8712 OAKMONT STREET	GAITHERSBURG, MD 20877	1,480
16	Montgomery	09011	STEDWICK ELEMENTARY SCHOOL	10631 STEDWICK ROAD	MONTGOMERY VILLAGE, MD 20886	2,316
16	Montgomery	09012	WATKINS MILL HIGH SCHOOL	10301 APPLE RIDGE ROAD	GAITHERSBURG, MD 20879	2,641
16	Montgomery	09013	DIAMOND ELEMENTARY SCHOOL	4 MARQUIS DRIVE	GAITHERSBURG, MD 20878	2,911
16	Montgomery	09014	DERWOOD ALLIANCE CHURCH	16501 REDLAND ROAD	DERWOOD, MD 20855	2,068
16	Montgomery	09015	WATKINS MILL ELEM SCHOOL	19001 WATKINS MILL ROAD	MONTGOMERY VILLAGE, MD 20886	1,923
16	Montgomery	09016	WSSC GAITHERSBURG DEPOT	111 W. DIAMOND AVENUE	GAITHERSBURG, MD 20877	2,311
16	Montgomery	09017	WHETSTONE COMMUNITY CENTER	19140 BROOKE GROVE COURT	MONTGOMERY VILLAGE, MD 20886	1,178
16	Montgomery	09018	FOX CHAPEL ELEMENTARY SCHOOL	19315 ARCHDALE ROAD	GERMANTOWN, MD 20876	2,074
16	Montgomery	09019	NORTH CREEK COMMUNITY CENTER	20125 ARROWHEAD ROAD	MONTGOMERY VILLAGE, MD 20886	2,063
16	Montgomery	09020	GAITHERSBURG MIDDLE SCHOOL	2 TEACHERS WAY	GAITHERSBURG, MD 20877	3,965
16	Montgomery	09021	FOREST OAK MIDDLE SCHOOL	651 SAYBROOKE OAKS BLVD	GAITHERSBURG, MD 20877	2,135
16	Montgomery	09022	STRAWBERRY KNOLL ELEM SCHOOL	18820 STRAWBERRY KNOLL ROAD	GAITHERSBURG, MD 20879	1,682
16	Montgomery	09023	GAITHERSBURG CHURCH OF THE NAZARENE	8921 WARFIELD ROAD	GAITHERSBURG, MD 20882	1,316
16	Montgomery	09024	ST ROSE OF LIMA PARISH CNTR	11701 CLOPPER ROAD	GAITHERSBURG, MD 20878	1,188
16	Montgomery	09025	DR SALLY K RIDE ELEM SCHOOL	21301 SENECA CROSSING DRIVE	GERMANTOWN, MD 20876	1,960
16	Montgomery	09026	CLOPPER MILL ELEM SCHOOL	18501 CINNAMON DRIVE	GERMANTOWN, MD 20874	3,602
16	Montgomery	09027	RACHEL CARSON ELEM SCHOOL	100 TSCHIFFELY SQUARE ROAD	GAITHERSBURG, MD 20878	3,285
16	Montgomery	09028	ASBURY 417 COMMUNITY BLDG	417 RUSSELL AVENUE	GAITHERSBURG, MD 20877	1,398
16	Montgomery	09029	ROBERTO CLEMENTE MID SCH	18808 WARING STATION ROAD	GERMANTOWN, MD 20874	2,186
16	Montgomery	09030	CAPT. JAMES E DALY, JR. ELEM SCHOOL	20301 BRANDERMILL DRIVE	GERMANTOWN, MD 20876	2,354
16	Montgomery	09031	ROSEMONT ELEMENTARY SCHOOL	16400 ALDEN AVENUE	GAITHERSBURG, MD 20877	2,277
16	Montgomery	09033	SUMMIT HALL ELEMENTARY SCHOOL	101 WEST DEER PARK ROAD	GAITHERSBURG, MD 20877	1,800
16	Montgomery	09034	NEELSVILLE MIDDLE SCHOOL	11700 NEELSVILLE CHURCH ROAD	GERMANTOWN, MD 20876	2,452
16	Montgomery	09035	LAKELANDS PARK MIDDLE SCHOOL	1200 MAIN STREET	GAITHERSBURG, MD 20878	3,746
16	Montgomery	09036	SHADY GROVE MIDDLE SCHOOL	8100 MIDCOUNTY HIGHWAY	GAITHERSBURG, MD 20877	1,511
16	Montgomery	09037	FLOWER HILL ELEM SCHOOL	18425 FLOWER HILL WAY	GAITHERSBURG, MD 20879	1,753
16	Montgomery	10001	POTOMAC METH PARISH CENTER	9908 S. GLEN ROAD	POTOMAC, MD 20854	1,544
16	Montgomery	10002	POTOMAC ELEMENTARY SCHOOL	10311 RIVER ROAD	POTOMAC, MD 20854	2,525
16	Montgomery	10003	SEVEN LOCKS ELEM SCHOOL	9500 SEVEN LOCKS ROAD	BETHESDA, MD 20817	2,165
16	Montgomery	10004	CABIN JOHN MIDDLE SCHOOL/CAFETERIA	10701 GAINSBOROUGH ROAD	POTOMAC, MD 20854	1,579
16	Montgomery	10005	HERBERT HOOVER MIDDLE SCHOOL	8810 POSTOAK ROAD	POTOMAC, MD 20854	2,408
16	Montgomery	10006	WAYSIDE ELEMENTARY SCHOOL	10011 GLEN ROAD	POTOMAC, MD 20854	2,404
16	Montgomery	10007	ADAT SHALOM RECONST. CONGREGATION	7727 PERSIMMON TREE LANE	BETHESDA, MD 20817	2,788
16	Montgomery	10009	OUR LADY OF MERCY SCHOOL	9222 KENTSDALE DRIVE	POTOMAC, MD 20854	2,761
16	Montgomery	10010	RIVER FALLS SWIM CLUB	7915 HORSESHOE LANE	POTOMAC, MD 20854	2,910

16	Montgomery	10011	PAULINE BETZ ADDIE TENNIS CENTER (FORMERLY CABIN JOHN)	7801 DEMOCRACY BOULEVARD	BETHESDA, MD 20817	1,643
16	Montgomery	10012	CABIN JOHN MIDDLE SCHOOL/GYM	10701 GAINSBOROUGH ROAD	POTOMAC, MD 20854	2,614
16	Montgomery	10013	POTOMAC COMMUNITY CENTER	11315 FALLS ROAD	POTOMAC, MD 20854	1,693
16	Montgomery	11000	MONOCACY ELEMENTARY SCHOOL	18801 BARNESVILLE ROAD	DICKERSON, MD 20842	1,650
16	Montgomery	12001	DAMASCUS ELEMENTARY SCHOOL	10201 BETHESDA CHURCH ROAD	DAMASCUS, MD 20872	2,036
16	Montgomery	12002	JOHN T. BAKER MIDDLE SCHOOL	25400 OAK DRIVE	DAMASCUS, MD 20872	2,333
16	Montgomery	12003	WOODFIELD ELEMENTARY SCHOOL	24200 WOODFIELD ROAD	GAITHERSBURG, MD 20882	3,526
16	Montgomery	12004	LOIS P. ROCKWELL ELEM SCH	24555 CUTSAIL DRIVE	DAMASCUS, MD 20872	2,300
16	Montgomery	12005	DAMASCUS HIGH SCHOOL	25921 RIDGE ROAD	DAMASCUS, MD 20872	2,673
16	Montgomery	13001	GEORGIAN FOREST ELEM SCHOOL	3100 REGINA DRIVE	SILVER SPRING, MD 20906	2,227
16	Montgomery	13002	JOHN F. KENNEDY HIGH SCHOOL	1901 RANDOLPH ROAD	SILVER SPRING, MD 20902	3,798
16	Montgomery	13003	TEMPLE EMANUEL	10101 CONNECTICUT AVENUE	KENSINGTON, MD 20895	1,960
16	Montgomery	13004	TAKOMA PARK ELEM SCHOOL	7511 HOLLY AVENUE	TAKOMA PARK, MD 20912	2,453
16	Montgomery	13005	SILVER SPRING LIBRARY	8901 COLESVILLE ROAD	SILVER SPRING, MD 20910	2,445
16	Montgomery	13006	PINEY BRANCH ELEM SCHOOL	7510 MAPLE AVENUE	TAKOMA PARK, MD 20912	2,405
16	Montgomery	13007	WOODLIN ELEMENTARY SCHOOL	2101 LUZERNE AVENUE	SILVER SPRING, MD 20910	2,482
16	Montgomery	13008	EAST SILVER SPRING ELEM SCH	631 SILVER SPRING AVENUE	SILVER SPRING, MD 20910	2,395
16	Montgomery	13009	COLUMBIA UNION COLLEGE	7600 FLOWER AVENUE	TAKOMA PARK, MD 20912	1,350
16	Montgomery	13010	M-NCPPC AUDITORIUM	8787 GEORGIA AVENUE	SILVER SPRING, MD 20910	1,599
16	Montgomery	13011	FOREST KNOLLS ELEM SCHOOL	10830 EASTWOOD AVENUE	SILVER SPRING, MD 20901	2,872
16	Montgomery	13012	SILVER SPRING YMCA	9800 HASTINGS DRIVE	SILVER SPRING, MD 20901	1,339
16	Montgomery	13013	HIGHLAND VIEW ELEM SCHOOL	9010 PROVIDENCE AVENUE	SILVER SPRING, MD 20901	2,479
16	Montgomery	13014	ST. LUKE LUTHERAN CHURCH	9100 COLESVILLE ROAD	SILVER SPRING, MD 20910	1,917
16	Montgomery	13015	EASTERN MIDDLE SCHOOL	300 UNIVERSITY BOULEVARD EAST	SILVER SPRING, MD 20901	2,383
16	Montgomery	13016	ROSEMARY HILLS ELEM SCHOOL	2111 PORTER ROAD	SILVER SPRING, MD 20910	1,857
16	Montgomery	13017	MCKENNEY HILLS CENTER	2600 HAYDEN DRIVE	SILVER SPRING, MD 20902	1,057
16	Montgomery	13018	OAK VIEW ELEMENTARY SCHOOL	400 EAST WAYNE AVE	SILVER SPRING, MD 20901	2,057
16	Montgomery	13019	SCHWEINHAUT SENIOR CENTER	1000 FOREST GLEN ROAD	SILVER SPRING, MD 20901	2,009
16	Montgomery	13020	COL. E. BROOKE LEE MIDDLE SCH	11800 MONTICELLO AVENUE	SILVER SPRING, MD 20902	2,049
16	Montgomery	13021	TAKOMA PARK MIDDLE SCHOOL	7611 PINEY BRANCH ROAD	SILVER SPRING, MD 20910	2,127
16	Montgomery	13022	ROLLING TERRACE ELEM SCHOOL	705 BAYFIELD STREET	TAKOMA PARK, MD 20912	2,756
16	Montgomery	13023	PINE CREST ELEMENTARY SCHOOL	201 WOODMOOR DRIVE	SILVER SPRING, MD 20901	2,410
16	Montgomery	13024	HOLY CROSS RESOURCE INSTITUTE	9805 DAMERON DRIVE	SILVER SPRING, MD 20902	2,074
16	Montgomery	13025	VIERS MILL ELEM SCHOOL	11711 JOSEPH MILL ROAD	SILVER SPRING, MD 20906	2,517
16	Montgomery	13026	CEDAR LANE UNITARIAN UNIVERSALIST CHURCH	9601 CEDAR LANE	BETHESDA, MD 20814	1,314
16	Montgomery	13027	ALBERT EINSTEIN HIGH SCHOOL	11135 NEWPORT MILL ROAD	KENSINGTON, MD 20895	2,446
16	Montgomery	13028	WHEATON HIGH SCHOOL	12601 DALEWOOD DRIVE	WHEATON, MD 20906	1,488
16	Montgomery	13029	HIGHLAND ELEMENTARY SCHOOL	3100 MEDWAY STREET	SILVER SPRING, MD 20902	2,376
16	Montgomery	13030	HOLIDAY PARK SENIOR CENTER	3950 FERRARA DRIVE	WHEATON, MD 20906	2,107
16	Montgomery	13031	OAKLAND TERRACE ELEM SCHOOL	2720 PLYERS MILL ROAD	SILVER SPRING, MD 20902	1,539
16	Montgomery	13032	GLEN HAVEN ELEMENTARY SCHOOL	10900 INWOOD AVENUE	SILVER SPRING, MD 20902	2,409
16	Montgomery	13033	KEMP MILL ELEMENTARY SCHOOL	411 SISSON STREET	SILVER SPRING, MD 20902	1,908
16	Montgomery	13034	KENSINGTON TOWN HALL	3710 MITCHELL STREET	KENSINGTON, MD 20895	1,986
16	Montgomery	13035	WELLER ROAD ELEM SCHOOL	3301 WELLER ROAD	SILVER SPRING, MD 20906	2,176
16	Montgomery	13036	SARGENT SHRIVER ELEMENTARY SCHOOL	12518 GREENLY DRIVE	SILVER SPRING, MD 20906	2,002
16	Montgomery	13037	PARKLAND MIDDLE SCHOOL	4610 WEST FRANKFORT DRIVE	ROCKVILLE, MD 20853	1,755
16	Montgomery	13038	KENSINGTON-PARKWOOD ELEM SCH	4710 SAUL ROAD	KENSINGTON, MD 20895	2,670
16	Montgomery	13039	ROCK CREEK FOREST ELEM SCH	8330 GRUBB ROAD	CHEVY CHASE, MD 20815	2,233
16	Montgomery	13040	ROCK VIEW ELEMENTARY SCHOOL	3901 DENFELD AVENUE	KENSINGTON, MD 20895	2,160
16	Montgomery	13042	MONTGOMERY PRIMARY ACHIEVEMENT CENTER	10611 TENBROOK DRIVE	SILVER SPRING, MD 20901	1,233
16	Montgomery	13043	WHEATON WOODS ELEM SCHOOL	4510 FAROE PLACE	ROCKVILLE, MD 20853	1,607
16	Montgomery	13044	WHEATON COMMUNITY CENTER	11711 GEORGIA AVENUE	WHEATON, MD 20902	2,360
16	Montgomery	13045	PARKLAND MIDDLE SCHOOL	4610 WEST FRANKFORT DRIVE	ROCKVILLE, MD 20853	1,519
16	Montgomery	13046	CHILDREN'S LEARNING CENTER	4511 BESTOR DRIVE	ROCKVILLE, MD 20853	1,982
16	Montgomery	13047	NATIONAL OCEANIC & ATMOSPHERIC ADMIN.	1301 EAST-WEST HIGHWAY	SILVER SPRING, MD 20910	2,741
16	Montgomery	13048	BEL PRE ELEMENTARY SCHOOL	13801 RIPPLING BROOK DRIVE	SILVER SPRING, MD 20906	1,615
16	Montgomery	13049	ARGYLE MIDDLE SCHOOL	2400 BEL PRE ROAD	SILVER SPRING, MD 20906	3,746
16	Montgomery	13050	SLIGO CREEK ELEM SCHOOL	500 SCHUYLER ROAD	SILVER SPRING, MD 20910	1,984
16	Montgomery	13051	ROCK CREEK VALLEY ELEM SCH	5121 RUSSETT ROAD	ROCKVILLE, MD 20853	2,732
16	Montgomery	13052	EARLE B. WOOD MIDDLE SCHOOL	14615 BAUER DRIVE	ROCKVILLE, MD 20853	2,118
16	Montgomery	13053	SLIGO MIDDLE SCHOOL	1401 DENNIS AVENUE	SILVER SPRING, MD 20902	1,593
16	Montgomery	13054	LEISURE WORLD CLUBHOUSE I	3700 ROSSMOOR BOULEVARD	SILVER SPRING, MD 20906	3,823
16	Montgomery	13055	STRATHMORE ELEMENTARY SCH	3200 BEAVERWOOD LANE	SILVER SPRING, MD 20906	1,592
16	Montgomery	13056	ARGYLE MIDDLE SCHOOL	2400 BEL PRE ROAD	SILVER SPRING, MD 20906	1,453
16	Montgomery	13057	ARCOLA TOWERS	1135 W. UNIVERSITY BOULEVARD	SILVER SPRING, MD 20902	1,108
16	Montgomery	13058	KNIGHTS OF COLUMBUS HALL	9707 ROSENSTEEL AVENUE	SILVER SPRING, MD 20910	2,279
16	Montgomery	13059	STEPHEN KNOLLS SCHOOL	10731 ST. MARGARET'S WAY	KENSINGTON, MD 20895	1,480

16	Montgomery	13061	BLAKE HIGH SCHOOL	300 NORWOOD ROAD	SILVER SPRING, MD 20905	2,036
16	Montgomery	13063	GLENALLAN ELEMENTARY SCHOOL	12520 HEURICH ROAD	SILVER SPRING, MD 20902	1,078
16	Montgomery	13064	STRATHMORE ELEMENTARY SCH	3200 BEAVERWOOD LANE	SILVER SPRING, MD 20906	2,508
16	Montgomery	13065	CHRIST THE KING CATHOLIC CH	2301 COLSTON DRIVE	SILVER SPRING, MD 20910	1,659
16	Montgomery	13066	ARGYLE RECREATION CENTER	1030 FOREST GLEN ROAD	SILVER SPRING, MD 20901	745
16	Montgomery	13067	GRACE UNITED METHODIST CHURCH	7001 NEW HAMPSHIRE AVENUE	TAKOMA PARK, MD 20912	1,538
16	Montgomery	13068	TAKOMA PARK RECREATION CENTER	7315 NEW HAMPSHIRE AVENUE	TAKOMA PARK, MD 20912	1,660
16	Montgomery	13069	LEISURE WORLD CLUBHOUSE II	3300 NORTH LEISURE WORLD BOULEVARD	SILVER SPRING, MD 20906	2,852
17	Prince George's	0101	CALVERTON ELEMENTARY SCHOOL	3400 BELTSVILLE ROAD	BELTSVILLE, MD 20705	3,148
17	Prince George's	0102	BELTSVILLE PUBLIC LIBRARY	4319 SELLMAN ROAD	BELTSVILLE, MD 20705	1,694
17	Prince George's	0103	HIGH POINT HIGH SCHOOL	3601 POWDER MILL ROAD	BELTSVILLE, MD 20705	2,890
17	Prince George's	0104	M. L. KING JR. MIDDLE SCHOOL	4545 AMMENDALE ROAD	BELTSVILLE, MD 20705	2,098
17	Prince George's	0105	BELTSVILLE ELEMENTARY SCHOOL	4300 WICOMICO AVENUE	BELTSVILLE, MD 20705	2,233
17	Prince George's	0106	VANSVILLE NEIGHBORHOOD REC.CT	11733 OLD BALTIMORE PIKE	BELTSVILLE, MD 20705	1,412
17	Prince George's	0107	RIDERWOOD RETIREMENT VILLAGE	3140 GRACEFIELD ROAD	SILVER SPRING, MD 20904	1,609
17	Prince George's	0201	BLADENSBURG ELEM. SCHOOL - MPR	4915 ANNAPOLIS ROAD	BLADENSBURG, MD 20710	1,525
17	Prince George's	0202	COTTAGE CITY TOWN HALL	3820 40TH AVENUE	COTTAGE CITY, MD 20722	1,119
17	Prince George's	0203	GLADYS NOON SPELLMAN ELEM SCH - GYM	3324 64TH AVENUE	CHEVERLY, MD 20785	2,254
17	Prince George's	0204	LANDOVER HILLS TOWN HALL	6904 TAYLOR STREET	LANDOVER HILLS, MD 20784	1,404
17	Prince George's	0205	ROGERS HEIGHTS ELEM SCH - MPR	4301 58TH AVENUE	BLADENSBURG, MD 20710	1,407
17	Prince George's	0206	BEACON HEIGHTS ELEMENTARY SCH	6929 FURMAN PARKWAY	RIVERDALE, MD 20737	2,496
17	Prince George's	0207	JUDITH P HOYER EARLY CHILD CT - GYM	2300 BELLEVIEW AVENUE	CHEVERLY, MD 20785	1,908
17	Prince George's	0208	BLADENSBURG COMMUNITY CENTER	4500 57TH AVENUE	BLADENSBURG, MD 20710	3,166
17	Prince George's	0209	COOPER LANE ELEM. SCHOOL - MPR	3817 COOPER LANE	LANDOVER HILLS, MD 20784	2,710
17	Prince George's	0210	WEST LANHAM HILLS REC. CENTER	7700 DECATUR ROAD	LANDOVER HILLS, MD 20784	1,796
17	Prince George's	0301	UNION UNITED METHODIST CHURCH	14418 OLD MARLBORO PIKE	UPPER MARLBORO, MD 20772	1,130
17	Prince George's	0302	PATUXENT ELEMENTARY SCHOOL	4410 BISHOPMILL DRIVE	UPPER MARLBORO, MD 20772	3,269
17	Prince George's	0303	ST MARY OF THE ASSUMPTION SCH	4610 LARGO ROAD	UPPER MARLBORO, MD 20772	2,608
17	Prince George's	0304	PERRYWOOD KETTERING COMM SCHL	501 WATKINS PARK DRIVE	UPPER MARLBORO, MD 20774	2,213
17	Prince George's	0305	DR. HENRY WISE, JR. HIGH	12650 BROOKE LANE	UPPER MARLBORO, MD 20772	2,352
17	Prince George's	0306	FIRST BAPTIST CHURCH OF GLENARDEN	600 WATKINS PARK DRIVE	UPPER MARLBORO, MD 20774	2,583
17	Prince George's	0401	ST. THOMAS PARISH HALL	14300 ST THOMAS CHURCH RD	UPPER MARLBORO, MD 20772	1,946
17	Prince George's	0501	EUGENE BURROUGHS MIDDLE SCHL	14400 BERRY ROAD	ACCOKEEK, MD 20607	3,066
17	Prince George's	0502	HARMONY HALL REGIONAL CENTER	10701 LIVINGSTON ROAD	FORT WASHINGTON, MD 20744	2,084
17	Prince George's	0503	FRIENDLY HIGH SCHOOL - M/P RM	10000 ALLENTOWN ROAD	FORT WASHINGTON, MD 20744	2,577
17	Prince George's	0504	FRIENDLY HIGH SCHOOL - GYM	10000 ALLENTOWN ROAD	FORT WASHINGTON, MD 20744	2,859
17	Prince George's	0505	POTOMAC LANDING ELEMENT SCHL	12500 FORT WASHINGTON RD	FORT WASHINGTON, MD 20744	3,353
17	Prince George's	0506	TAYAC ELEMENTARY SCHL- M/P RM	8600 ALLENTOWN ROAD	FORT WASHINGTON, MD 20744	2,923
17	Prince George's	0507	BREATH OF LIFE SDA CHURCH	11310 FORT WASHINGTON RD	FORT WASHINGTON, MD 20744	3,373
17	Prince George's	0508	ACCOKEEK PUBLIC LIBRARY	15773 LIVINGSTON ROAD	ACCOKEEK, MD 20607	1,959
17	Prince George's	0509	FT WASH FOREST ELEM-MEDIA CTR	1300 FILLMORE ROAD	FORT WASHINGTON, MD 20744	524
17	Prince George's	0510	FT WASH FOREST ELEM SC-M/P RM	1300 FILLMORE ROAD	FORT WASHINGTON, MD 20744	1,155
17	Prince George's	0511	POTOMAC KNOLLS COMMUNITY CTR.	1101 ARAGONA BOULEVARD	FORT WASHINGTON, MD 20744	1,838
17	Prince George's	0512	FAITH UNITED METHODIST CHURCH	15769 LIVINGSTON ROAD	ACCOKEEK, MD 20607	2,290
17	Prince George's	0601	BISHOP MCNAMARA HIGH SCHOOL	6800 MARLBORO PIKE	FORESTVILLE, MD 20747	3,226
17	Prince George's	0602	THURGOOD MARSHALL MIDDLE SCH - GYM	4909 BRINKLEY ROAD	TEMPLE HILLS, MD 20748	1,163
17	Prince George's	0603	JOHN EAGER HOWARD ELEMENT SCH	4400 SHELL STREET	CAPITOL HEIGHTS, MD 20743	3,788
17	Prince George's	0604	WILLIAM BEANES ELEMENTARY SCH	5108 DIANNA DRIVE	SUITLAND, MD 20746	3,088
17	Prince George's	0605	DISTRICT HEIGHTS ELEMENT SCHL	2200 COUNTY ROAD	DISTRICT HEIGHTS, MD 20747	1,652
17	Prince George's	0606	SUITLAND HIGH SCHOOL	5200 SILVER HILL ROAD	FORESTVILLE, MD 20747	2,886
17	Prince George's	0607	SKYLINE ELEMENTARY SCHOOL	6311 RANDOLPH ROAD	SUITLAND, MD 20746	3,366
17	Prince George's	0608	GREEN VALLEY ACADEMY	2215 CHADWICK STREET	TEMPLE HILLS, MD 20748	2,063
17	Prince George's	0609	BENJAMIN STODDERT MIDDLE SCHL	2501 OLSON STREET	TEMPLE HILLS, MD 20748	2,224
17	Prince George's	0610	FORESTVILLE MILITARY ACADEMY	7001 BELTZ DRIVE	FORESTVILLE, MD 20747	3,387
17	Prince George's	0611	E MICHAEL ROLL MUNICIPAL BLDG	2000 MARBURY DRIVE	DISTRICT HEIGHTS, MD 20747	2,223
17	Prince George's	0612	OVERLOOK ELEMENTARY SCHOOL	3298 CURTIS DRIVE	SUITLAND, MD 20746	2,014
17	Prince George's	0613	MIDDLETON VALLEY ELEMENT SCHL	4815 DALTON STREET	TEMPLE HILLS, MD 20748	2,575
17	Prince George's	0614	TEMPLE HILLS COMMUNITY CENTER	5300 TEMPLE HILL ROAD	TEMPLE HILLS, MD 20748	1,927
17	Prince George's	0615	EDGAR ALLAN POE ALT. ELEMENTARY	2001 SHADYSIDE AVENUE	SUITLAND, MD 20746	3,251
17	Prince George's	0616	BERKSHIRE ELEMENTARY SCHOOL	6201 SURREY SQUARE LANE	FORESTVILLE, MD 20747	2,930
17	Prince George's	0617	JESSIE B. MASON SCHOOL	2720 IVERSON STREET	TEMPLE HILLS, MD 20748	3,692
17	Prince George's	0618	PRINCETON ELEMENTARY SCHOOL	6101 BAXTER DRIVE	CAMP SPRINGS, MD 20746	1,828
17	Prince George's	0619	CONCORD ELEMENTARY SCHOOL	2004 CONCORD LANE	DISTRICT HEIGHTS, MD 20747	2,470
17	Prince George's	0620	JOHN H BAYNE ELEMENTARY SCHL	7010 WALKER MILL ROAD	CAPITOL HEIGHTS, MD 20743	3,149
17	Prince George's	0621	ST BERNADINE CHURCH SIENA HALL	2400 BROOKS DRIVE	SUITLAND, MD 20746	567
17	Prince George's	0622	ANDREW JACKSON MIDDLE SCHOOL	3500 REGENCY PARKWAY	FORESTVILLE, MD 20746	2,980
17	Prince George's	0623	NORTH FORESTVILLE ELEMENT SCH	2311 RITCHIE ROAD	FORESTVILLE, MD 20747	1,727

17	Prince George's	0624	MARLOW HEIGHTS COMMUNITY CENTER	2800 ST. CLAIR DRIVE	TEMPLE HILLS, MD 20748	2,357
17	Prince George's	0701	WOODMORE ELEMENTARY SCHOOL	12500 WOODMORE ROAD	MITCHELLVILLE, MD 20721	4,763
17	Prince George's	0702	BELAIR ANNEX	3021 BELAIR DRIVE	BOWIE, MD 20715	1,476
17	Prince George's	0703	KENILWORTH ELEMENTARY SCHOOL	12520 KEMBRIDGE DRIVE	BOWIE, MD 20715	1,984
17	Prince George's	0704	GRACE LUTHERAN CHURCH FELLOWSHIP HALL	2503 BELAIR DRIVE	BOWIE, MD 20715	2,006
17	Prince George's	0705	TULIP GROVE ELEMENTARY SCHOOL	2909 TRAINOR LANE	BOWIE, MD 20715	2,384
17	Prince George's	0706	POINTER RIDGE ELEMENTARY SCHL	1110 PARKINGTON LANE	BOWIE, MD 20716	2,118
17	Prince George's	0707	HEATHER HILLS ELEMENTARY SCHL	12605 HEMING LANE	BOWIE, MD 20716	2,886
17	Prince George's	0708	C ELIZABETH RIEG SPECIAL CTR.	15542 PEACH WALKER DRIVE	BOWIE, MD 20716	2,158
17	Prince George's	0709	MT OAK UNITED METHODIST CHURCH	14110 MOUNT OAK ROAD	MITCHELLVILLE, MD 20721	3,135
17	Prince George's	0710	ALL SAINTS LUTHERAN CHURCH	16510 MOUNT OAK ROAD	BOWIE, MD 20716	3,199
17	Prince George's	0711	EVANGEL CATHEDRAL	13901 CENTRAL AVENUE	UPPER MARLBORO, MD 20774	3,496
17	Prince George's	0712	MT. EPHRAIM CHURCH/SCHOOL-GYM	610 LARGO ROAD	UPPER MARLBORO, MD 20774	2,348
17	Prince George's	0713	HOLY FAMILY CATHOLIC CHU HALL	12010 WOODMORE ROAD	MITCHELLVILLE, MD 20721	2,164
17	Prince George's	0714	VILLAGE BAPTIST CHURCH	1950 MITCHELLVILLE ROAD	BOWIE, MD 20716	1,642
17	Prince George's	0715	COLLINGTON STATION H.O.A.	375 JENNINGS MILL DRIVE	BOWIE, MD 20721	2,115
17	Prince George's	0716	NORTHVIEW ELEM. SCH. CAFE. - A	3700 NORTHVIEW DRIVE	BOWIE, MD 20716	1,217
17	Prince George's	0717	NORTHVIEW ELEM. SCH. CAFE. - B	3700 NORTHVIEW DRIVE	BOWIE, MD 20716	1,116
17	Prince George's	0801	BADEN ELEMENTARY SCHOOL	13601 BADEN-WESTWOOD RD	BRANDYWINE, MD 20613	1,392
17	Prince George's	0901	STEPHEN DECATUR MIDDLE SCHOOL	8200 PINWOOD DRIVE	CLINTON, MD 20735	3,627
17	Prince George's	0902	JAMES RYDER RANDALL ELEM SCHL	5410 KIRBY ROAD	CLINTON, MD 20735	3,478
17	Prince George's	0903	F.T. EVANS ELEMENT SCH-M/P RM	6720 OLD ALEX FERRY ROAD	CLINTON, MD 20735	624
17	Prince George's	0904	SURRATTSVILLE HIGH SCHOOL	6101 GARDEN DRIVE	CLINTON, MD 20735	1,993
17	Prince George's	0905	ISAAC GOURDINE MIDDLE SCHOOL	8700 ALLENTOWN ROAD	FORT WASHINGTON, MD 20744	2,878
17	Prince George's	0906	CLINTON BAPTIST CHURCH	8701 WOODYARD ROAD	CLINTON, MD 20735	2,623
17	Prince George's	0907	WALDON WOODS ELEMENTARY SCHL	10301 THRIFT ROAD	CLINTON, MD 20735	3,314
17	Prince George's	0908	COLUMBIA MOOSE LODGE #126	10404 BRANDYWINE ROAD	CLINTON, MD 20735	4,226
17	Prince George's	0909	MELWOOD ELEMENTARY SCHOOL	7100 WOODYARD ROAD	UPPER MARLBORO, MD 20772	1,319
17	Prince George's	0910	CLINTON GROVE ELEMENTARY SCHL	9420 TEMPLE HILL ROAD	CLINTON, MD 20735	2,240
17	Prince George's	0911	TANGLEWOOD SCHOOL	8333 WOODYARD ROAD	CLINTON, MD 20735	3,571
17	Prince George's	1001	DWIGHT D EISENHOWER MIDDLE SC	13725 BRIARWOOD DRIVE	LAUREL, MD 20708	2,320
17	Prince George's	1002	PHELPS SENIOR CENTER	701 MONTGOMERY STREET	LAUREL, MD 20707	3,445
17	Prince George's	1003	LAUREL ELEMENTARY SCHOOL	516 MONTGOMERY STREET	LAUREL, MD 20707	1,831
17	Prince George's	1004	LAUREL HIGH SCHOOL	8000 CHERRY LANE	LAUREL, MD 20707	2,085
17	Prince George's	1005	BOND MILL ELEMENTARY SCHOOL	16001 SHERWOOD AVENUE	LAUREL, MD 20707	3,053
17	Prince George's	1006	JAMES H. HARRISON ELEMENT SCHL	13200 LARCHDALE ROAD	LAUREL, MD 20708	2,855
17	Prince George's	1007	MONTPELIER ELEMENTARY SCHOOL	9200 MUIRKIRK ROAD	LAUREL, MD 20708	1,888
17	Prince George's	1008	DEERFIELD RUN ELEMENTARY SCHL	13000 LAUREL-BOWIE ROAD	LAUREL, MD 20708	1,897
17	Prince George's	1009	OAKLANDS ELEMENTARY SCHOOL	13710 LAUREL-BOWIE ROAD	LAUREL, MD 20708	2,677
17	Prince George's	1010	THE TABERNACLE OF LAUREL- GYM	11601 SOUTH LAUREL DRIVE	LAUREL, MD 20708	1,596
17	Prince George's	1011	TABERNACLE OFLAUREL-UNPLUG RM	11601 SOUTH LAUREL DRIVE	LAUREL, MD 20708	1,917
17	Prince George's	1012	LAUREL COMMUNITY CENTER	7901 CYPRESS STREET	LAUREL, MD 20707	3,967
17	Prince George's	1013	LAUREL VOLUNTEER FIRE DEPARTM	7411 CHERRY LANE	LAUREL, MD 20707	2,870
17	Prince George's	1101	GWYNN PARK MIDDLE SCHOOL	8000 DYSON ROAD	BRANDYWINE, MD 20613	2,682
17	Prince George's	1102	MATTAPONI ELEMENTARY SCHOOL	11701 DULEY STATION ROAD	UPPER MARLBORO, MD 20772	2,710
17	Prince George's	1103	ROSARYVILLE ELEMENTARY SCHOOL	9925 ROSARYVILLE ROAD	UPPER MARLBORO, MD 20772	3,339
17	Prince George's	1104	BRANDYWINE ELEMENTARY SCHOOL	14101 BRANDYWINE ROAD	BRANDYWINE, MD 20613	2,355
17	Prince George's	1201	JOHN HANSON MONTESSORI SCHOOL	6360 OXON HILL ROAD	OXON HILL, MD 20745	1,744
17	Prince George's	1202	FOREST HEIGHTS ELEMENTARY SCH	200 TALBERT DRIVE	OXON HILL, MD 20745	1,749
17	Prince George's	1203	ST. BARNABAS CHURCH - HALL	5203 ST. BARNABAS ROAD	TEMPLE HILLS, MD 20748	2,796
17	Prince George's	1204	VALLEY VIEW ELEMENTARY SCHOOL	5500 DANBY AVENUE	OXON HILL, MD 20745	3,550
17	Prince George's	1205	FORT FOOTE BAPTIST CHURCH	8310 FORT FOOTE RD	FORT WASHINGTON, MD 20744	2,940
17	Prince George's	1206	POTOMAC HIGH SCHOOL - GYM	5211 BOYDELL AVENUE	OXON HILL, MD 20745	3,079
17	Prince George's	1207	SAMUEL CHASE ELEMENTARY SCHL	5700 FISHER ROAD	TEMPLE HILLS, MD 20748	1,681
17	Prince George's	1208	APPLE GROVE ELEMENTARY SCHOOL	7400 BELLEFIELD AVENUE	FORT WASHINGTON, MD 20744	2,148
17	Prince George's	1209	GLASSMANOR ELEMENTARY SCHOOL	1011 MARCY AVENUE	OXON HILL, MD 20745	3,166
17	Prince George's	1210	OXON HILL MIDDLE SCHOOL	9570 FORT FOOTE ROAD	FORT WASHINGTON, MD 20744	2,880
17	Prince George's	1211	OXON HILL ELEMENTARY SCHOOL	7701 LIVINGSTON ROAD	OXON HILL, MD 20745	3,699
17	Prince George's	1212	OXON HILL BRANCH LIBRARY	6200 OXON HILL ROAD	OXON HILL, MD 20745	3,080
17	Prince George's	1213	G.GARDNER SHUGART MIDDLE SCHL	2000 CALLAWAY STREET	HILLCREST HEIGHTS, MD 20748	3,497
17	Prince George's	1214	INDIAN QUEEN ELEMENTARY SCHL	9551 FORT FOOTE ROAD	FORT WASHINGTON, MD 20744	2,417
17	Prince George's	1215	AVALON ELEMENTARY SCHOOL	7302 WEBSTER LANE	FORT WASHINGTON, MD 20744	2,496
17	Prince George's	1216	J. FRANK DENT ELEMENTARY SCHOOL	2700 CORNING AVENUE	FORT WASHINGTON, MD 20744	1,836
17	Prince George's	1217	ALLENWOOD ELEMENTARY SCHOOL	6300 HARLEY LANE	TEMPLE HILLS, MD 20748	1,100
17	Prince George's	1301	JOHN CARROLL ELEM SCH - GYM	1400 NALLEY TERRACE	LANDOVER, MD 20785	2,082
17	Prince George's	1302	COLUMBIA PK/KENTLAND COMM CTR	2411 PINEBROOK AVENUE	LANDOVER, MD 20785	2,454
17	Prince George's	1303	J.R. COUSINS JR. MEMORIAL CTR	8600 GLENARDEN PARKWAY	GLENARDEN, MD 20706	2,053

17	Prince George's	1304	KETTERING ELEMENTARY SCHOOL	11000 LAYTON STREET	UPPER MARLBORO, MD 20774	1,984
17	Prince George's	1305	CHARLES H. FLOWERS HIGH - MPR	10001 ARDWICK ARDMORE RD	UPPER MARLBORO, MD 20774	3,743
17	Prince George's	1306	LARGO HIGH SCHOOL	505 LARGO ROAD	UPPER MARLBORO, MD 20774	2,750
17	Prince George's	1307	WILLIAM PACA ELEM SCH - MPR	7801 SHERIFF RD	LANDOVER, MD 20785	3,261
17	Prince George's	1308	MATTHEW HENSON ELEMEN SCH - MPR	7910 SCOTT ROAD	LANDOVER, MD 20785	2,444
17	Prince George's	1309	LARGO-KETTERING LIBRY-CONF RM	9601 CAPITAL LANE	LARGO, MD 20774	3,510
17	Prince George's	1310	PHYLLIS E WILLIAMS ELEMEN SCH	9601 PRINCE PLACE	UPPER MARLBORO, MD 20774	3,105
17	Prince George's	1311	KETTERING MIDDLE SCHOOL	65 HERRINGTON DRIVE	UPPER MARLBORO, MD 20774	3,747
17	Prince George's	1312	ERNEST EVERETT JUST MIDL SCH	1300 CAMPUS WAY NORTH	MITCHELLVILLE, MD 20721	3,125
17	Prince George's	1313	KETTERING BAPTIST CHURCH	1 KETTERING DRIVE	UPPER MARLBORO, MD 20774	1,989
17	Prince George's	1314	CHARLES H. FLOWERS HIGH - CAF.	10001 ARDWICK ARDMORE RD	UPPER MARLBORO, MD 20774	2,489
17	Prince George's	1315	KINGSFORD ELEM SCH - MPR	1401 ENTERPRISE ROAD	MITCHELLVILLE, MD 20721	3,933
17	Prince George's	1316	OAKCREST ELEM SCH - MPR	929 HILL ROAD	LANDOVER, MD 20785	2,580
17	Prince George's	1317	COLUMBIA PK ELEM SCHL - GYM	1901 KENT VILLAGE DRIVE	LANDOVER, MD 20785	1,867
17	Prince George's	1401	HIGH BRIDGE ELEMENTARY SCHOOL	7011 HIGH BRIDGE ROAD	BOWIE, MD 20720	2,477
17	Prince George's	1402	DUVAL HIGH SCHOOL	9880 GOOD LUCK ROAD	LANHAM, MD 20706	3,351
17	Prince George's	1403	BOWIE HIGH SCHOOL	15200 ANNAPOLIS ROAD	BOWIE, MD 20715	2,166
17	Prince George's	1404	SAMUEL OGLE MIDDLE SCHOOL	4111 CHELMONT LANE	BOWIE, MD 20715	1,810
17	Prince George's	1405	ROCKLEDGE ELEMENTARY SCHOOL	7701 LAUREL-BOWIE ROAD	BOWIE, MD 20715	2,734
17	Prince George's	1406	YORKTOWN ELEMENTARY SCHOOL	7301 RACE TRACK ROAD	BOWIE, MD 20715	1,463
17	Prince George's	1407	GLENN DALE VOL. FIRE DEPARTMT	11900 GLENN DALE BLVD	GLENN DALE, MD 20769	2,139
17	Prince George's	1408	ROBERT GODDARD MONTESSORI SCH	9850 GOOD LUCK ROAD	SEABROOK, MD 20706	2,463
17	Prince George's	1409	ASCENSION PARISH HOUSE	12700 LANHAM-SEVERN ROAD	BOWIE, MD 20715	2,159
17	Prince George's	1410	HOLY TRINITY PARISH HALL	13106 ANNAPOLIS ROAD	BOWIE, MD 20720	1,909
17	Prince George's	1411	BOWIE STATE UNIV. MCKELDIN GYM	14000 JERICHO PARK ROAD	BOWIE, MD 20715	2,833
17	Prince George's	1501	MARLTON ELEMENTARY SCHOOL	8506 OLD COLONY DR SOUTH	UPPER MARLBORO, MD 20772	3,658
17	Prince George's	1502	ARROWHEAD ELEMENT SCHL-M/P RM	2300 SANSBURY ROAD	UPPER MARLBORO, MD 20772	1,592
17	Prince George's	1503	JAMES MADISON MIDDLE SCHOOL	7300 WOODYARD ROAD	UPPER MARLBORO, MD 20772	2,114
17	Prince George's	1504	FREDERICK DOUGLASS HIGHSCHOOL	8000 CROOM ROAD	UPPER MARLBORO, MD 20772	2,980
17	Prince George's	1505	ARROWHEAD ELEMENTARY SCHL-GYM	2300 SANSBURY ROAD	UPPER MARLBORO, MD 20772	4,579
17	Prince George's	1506	MELWOOD CHURCH OF THE NAZARENE	6906 WOODYARD ROAD	UPPER MARLBORO, MD 20772	2,273
17	Prince George's	1601	EDMONSTON MUNICIPAL BUILDING	5005 52ND AVENUE	EDMONSTON, MD 20781	676
17	Prince George's	1602	CTY OF HYATT MUN BLDG- M/P RM	4310 GALLATIN STREET	HYATTSVILLE, MD 20781	710
17	Prince George's	1603	HYATTSVILLE MIDDLE SCHOOL	6001 42ND AVENUE	HYATTSVILLE, MD 20781	3,398
17	Prince George's	1604	NICHOLAS OREM MIDDLE SCHOOL	6100 EDITORS PARK DRIVE	HYATTSVILLE, MD 20782	2,449
17	Prince George's	1701	MOUNT RAINIER ELEMENTARY SCHL	4011 32ND STREET	MOUNT RAINIER, MD 20712	2,819
17	Prince George's	1702	BRENTWOOD TOWN HALL-WOHLFARTH	4300 39TH PLACE	BRENTWOOD, MD 20722	1,445
17	Prince George's	1703	LANGLEY PK MCCORMICK ELEM SCH	8201 15TH AVENUE	HYATTSVILLE, MD 20783	1,946
17	Prince George's	1704	THOMAS S STONE ELEMENTARY SCH	4500 34TH STREET	MT RAINIER, MD 20712	2,196
17	Prince George's	1705	CAROLE HIGHLANDS ELEMENT SCHL	1610 HANNON STREET	TAKOMA PARK, MD 20912	999
17	Prince George's	1706	CESAR CHAVEZ ELEMENTARY SCHL	6609 RIGGS RD	CHILLUM, MD 20782	1,300
17	Prince George's	1707	ROLLINGCREST CHILLUM COMM CTR	6120 SARGENT ROAD	HYATTSVILLE, MD 20782	3,230
17	Prince George's	1708	HYATTSVILLE PUBLIC LIBRARY	6530 ADELPHI ROAD	HYATTSVILLE, MD 20782	2,265
17	Prince George's	1709	MARY HARRIS MOTHER JONES ELEM	2405 TECUMSEH STREET	ADELPHI, MD 20783	1,646
17	Prince George's	1710	LEWISDALE ELEMENTARY SCHOOL	2400 BANNING PLACE	W HYATTSVILLE, MD 20783	2,762
17	Prince George's	1711	RIDGECREST ELEMENTARY SCHOOL	6120 RIGGS ROAD	HYATTSVILLE, MD 20783	2,604
17	Prince George's	1712	ADELPHI ELEMENTARY SCHOOL	8820 RIGGS ROAD	ADELPHI, MD 20783	2,379
17	Prince George's	1801	CAPITOL HEIGHTS ELEMENT SCHL	601 SUFFOLK AVENUE	CAPITOL HEIGHTS, MD 20743	3,021
17	Prince George's	1802	SEAT PLEASANT ELEMENTARY SCHL	6411 G STREET	SEAT PLEASANT, MD 20743	1,715
17	Prince George's	1803	CEDAR HEIGHTS COMMUNITY CTR	1200 GLEN WILLOW DR	CAPITOL HEIGHTS, MD 20743	2,155
17	Prince George's	1804	DOSWELL E BROOKS ELEMENT SCHL	1301 BROOKE ROAD	CAPITOL HEIGHTS, MD 20743	1,836
17	Prince George's	1805	ROBERT R. GRAY ELEM SCH - MPR	4949 ADDISON ROAD	CAPITOL HEIGHTS, MD 20743	1,498
17	Prince George's	1806	CENTRAL HIGH SCHOOL	200 CABIN BRANCH ROAD	SEAT PLEASANT, MD 20743	3,610
17	Prince George's	1807	CARMODY HILLS ELEMENTARY SCHL	401 JADELEAF AVENUE	CAPITOL HEIGHTS, MD 20743	2,521
17	Prince George's	1808	HIGHLAND PARK ELEMENTARY SCHL	6501 LOWLAND DRIVE	LANDOVER, MD 20785	1,624
17	Prince George's	1809	JOHN E. FEGGAN CENTER	311 68TH PLACE	SEAT PLEASANT, MD 20743	1,883
17	Prince George's	1810	PEPPER MILL COMMUNITY CTR-GYM	610 HILL ROAD	LANDOVER, MD 20785	1,007
17	Prince George's	1811	BRADBURY HEIGHTS ELEMENT SCHL	1401 GLACIER AVENUE	CAPITOL HEIGHTS, MD 20743	1,942
17	Prince George's	1812	FAIRMOUNT HGTS HIGH	1401 NYE STREET	CAPITOL HEIGHTS, MD 20743	157
17	Prince George's	1901	RIVERDALE ELEMENTARY SCHOOL	5006 RIVERDALE ROAD	RIVERDALE, MD 20737	2,169
17	Prince George's	1902	PARKDALE HIGH SCHOOL-SMALL GYM	6001 GOOD LUCK ROAD	RIVERDALE, MD 20737	2,087
17	Prince George's	1903	UNIVERSITY PARK ELEMENT SCHL	4315 UNDERWOOD STREET	HYATTSVILLE, MD 20782	1,799
17	Prince George's	1904	TEMPLETON ELEMENTARY SCHOOL	6001 CARTERS LANE	RIVERDALE, MD 20737	1,328
17	Prince George's	2001	NEW CARROLLTON MUNICIPAL CTR.	6016 PRINCESS GARDEN PKY	NEW CARROLLTON, MD 20784	2,401
17	Prince George's	2002	COMMUNITY BIBLE BAPTIST CHURCH	7309 RIVERDALE ROAD	RIVERDALE, MD 20737	2,979
17	Prince George's	2003	ARDMORE ELEM. SCHOOL - MPR	9301 ARDWICK ARDMORE RD	UPPER MARLBORO, MD 20774	1,883
17	Prince George's	2004	THOMAS JOHNSON MID SCH- MPR	5401 BARKER PLACE	LANHAM, MD 20706	1,623

17	Prince George's	2005	CHARLES CARROLL MIDDLE SCHOOL	6130 LAMONT DRIVE	NEW CARROLLTON, MD 20784	1,713
17	Prince George's	2006	MARGARET BRENT SPECIAL CENTER	5816 LAMONT TERRACE	NEW CARROLLTON, MD 20784	1,555
17	Prince George's	2007	GLENARDEN WOODS ELEM SCH - MPR	GLENARDEN PKY & ECHOLS AV	GLENARDEN, MD 20706	2,262
17	Prince George's	2008	SEABROOK ELEMENTARY SCHOOL	6001 SEABROOK ROAD	SEABROOK, MD 20706	2,390
17	Prince George's	2009	GLENN DALE ELEMENTARY SCHOOL	6700 GLENN DALE ROAD	GLENN DALE, MD 20769	1,562
17	Prince George's	2010	GOOD LUCK COMMUNITY CENTER	8601 GOOD LUCK ROAD	LANHAM, MD 20706	1,716
17	Prince George's	2011	MOUNT CALVARY BAPTIST CHURCH	5120 WHITFIELD CHAPEL RD	LANHAM, MD 20706	2,130
17	Prince George's	2101	PAINT BRANCH ELEMENTARY SCHL	5101 PIERCE AVENUE	COLLEGE PARK, MD 20740	2,704
17	Prince George's	2102	UNIV OF MD RITCHIE COLISEUM	RT 1 & ROSSBOROUGH LANE	COLLEGE PARK, MD 20742	2,360
17	Prince George's	2103	GREENBELT COMMUNITY CENTER	15 CRESCENT ROAD	GREENBELT, MD 20770	2,711
17	Prince George's	2104	HOLLYWOOD ELEMENTARY SCHOOL	9811 49TH AVENUE	COLLEGE PARK, MD 20740	1,772
17	Prince George's	2105	BUCK LODGE MIDDLE SCHOOL	2611 BUCK LODGE ROAD	ADELPHI, MD 20783	1,602
17	Prince George's	2106	GREENBELT ELEMENTARY SCHOOL	66 RIDGE ROAD	GREENBELT, MD 20770	2,232
17	Prince George's	2107	BERWYN HEIGHTS ELEMENTARY SCH	6200 PONTIAC STREET	BERWYN HEIGHTS, MD 20740	1,838
17	Prince George's	2108	SPRINGHILL LAKE ELEMENT SCHL	6060 SPRINGHILL DRIVE	GREENBELT, MD 20770	2,229
17	Prince George's	2109	TOWERS OF WESTCHESTER PK BLDG	6200 WESTCHESTER PARK DR	COLLEGE PARK, MD 20740	1,016
17	Prince George's	2110	COLLEGE PK UNIT METHOD CHURCH	9601 RHODE ISLAND AVENUE	COLLEGE PARK, MD 20740	1,752
17	Prince George's	2111	MAGNOLIA ELEMENTARY SCHOOL	8400 NIGHTINGALE DRIVE	LANHAM, MD 20706	2,348
17	Prince George's	2112	ST. MARKS SCHOOL	7501 ADELPHI ROAD	HYATTSVILLE, MD 20783	484
17	Prince George's	2113	ELEANOR ROOSEVELT HIGH SCHOOL	7601 HANOVER PARKWAY	GREENBELT, MD 20770	2,409
17	Prince George's	2114	HILLANDALE BAPTIST CHURCH	2601 POWDER MILL ROAD	ADELPHI, MD 20783	1,196
17	Prince George's	2115	CHEROKEE LANE ELEMENTARY SCHL	9000 25TH AVENUE	ADELPHI, MD 20783	1,504
17	Prince George's	2116	LAMONT ELEMENTARY SCHOOL	7101 GOOD LUCK ROAD	NEW CARROLLTON, MD 20784	1,527
17	Prince George's	2117	UNIV OF MD/STUDENT UNION BLDG	112 CAMPUS DRIVE	COLLEGE PARK, MD 20742	3,051
17	Prince George's	2118	TURNING POINT ACADEMY	7800 GOOD LUCK ROAD	LANHAM, MD 20706	2,253
18	Queen Anne's	01001	SUDLERSVILLE FIRE DEPARTMENT	203 N. CHURCH STREET	SUDLERSVILLE, MD 21668	1,398
18	Queen Anne's	02001	CHURCH HILL ELEMENTARY SCHOOL	631 MAIN STREET	CHURCH HILL, MD 21623	1,190
18	Queen Anne's	02002	CHESTERTOWN CHRYSLER, JEEP & DODGE	6407 CHURCH HILL RD.	CHESTERTOWN, MD 21620	1,350
18	Queen Anne's	03001	QUEEN ANNE'S HIGH SCHOOL	125 RUTHSBURG ROAD	CENTREVILLE, MD 21617	2,105
18	Queen Anne's	03002	CENTREVILLE ELEMENTARY SCHOOL	213 HOMEWOOD AVE	CENTREVILLE, MD 21617	3,084
18	Queen Anne's	04001	KENT ISLAND HIGH SCHOOL	900 LOVE POINT RD	STEVENSVILLE, MD 21666	2,485
18	Queen Anne's	04002	UNION WESLEY UNITED METHODIST CHURCH	110 UNION WESLEY CIRCLE	CHESTER, MD 21619	2,032
18	Queen Anne's	04003	MATAPEAKE MIDDLE SCHOOL	671 ROMANCOKE RD	STEVENSVILLE, MD 21666	1,422
18	Queen Anne's	04004	BAYSIDE ELEMENTARY SCHOOL	301 CHURCH ST.	STEVENSVILLE, MD 21666	1,297
18	Queen Anne's	04005	MATAPEAKE ELEMENTARY SCHOOL	651 ROMANCOKE RD	STEVENSVILLE, MD 21666	1,782
18	Queen Anne's	04006	UNITED COMMUNITIES VOL FIRE DEPT	9406 ROMANCOKE RD	STEVENSVILLE, MD 21666	2,178
18	Queen Anne's	04007	PARKS AND RECREATION PINEY NARROWS UNIT 6	PINEY NARROWS UNIT 6	CHESTER, MD 21619	922
18	Queen Anne's	05001	SHORE CHRISTIAN FELLOWSHIP	7401 MAIN STREET	QUEENSTOWN, MD 21658	1,685
18	Queen Anne's	05002	GRASONVILLE ELEMENTARY SCHOOL	5435 MAIN STREET	GRASONVILLE, MD 21638	1,792
18	Queen Anne's	05003	SEVENTH DAY ADVENTIST CHURCH	MEDICAL CENTER DR	GRASONVILLE, MD 21638	2,392
18	Queen Anne's	06001	RUTHSBURG COMMUNITY HALL	105 DAMSONTOWN RD.	CENTREVILLE, MD 21617	1,210
18	Queen Anne's	07001	CRUMPTON SENIOR CENTER	2200 DUDLEY CORNERS ROAD	CRUMPTON, MD 21628	1,669
19	Saint Mary's	01001	RIDGE FIREHOUSE	13820 POINT LOOKOUT ROAD	RIDGE, MD 20680	2,012
19	Saint Mary's	01002	RIDGE ELEMENTARY SCHOOL	49430 AIREDELE ROAD	RIDGE, MD 20680	1,544
19	Saint Mary's	02001	VALLEY LEE FIREHOUSE	45245 TRAYDEN ROAD	VALLEY LEE, MD 20692	2,555
19	Saint Mary's	02002	PINEY POINT ELEMENTARY SCHOOL	44550 TALL TIMBERS RD	TALL TIMBERS, MD 20690	2,146
19	Saint Mary's	03001	LEONARDTOWN FIREHOUSE	22733 LAWRENCE AVENUE	LEONARDTOWN, MD 20650	1,397
19	Saint Mary's	03002	LOVEVILLE SCHOOL	27190 POINT LOOKOUT ROAD	LOVEVILLE, MD 20656	1,982
19	Saint Mary's	03003	LEONARDTOWN MIDDLE SCHOOL	24015 POINT LOOKOUT ROAD	LEONARDTOWN, MD 20650	1,774
19	Saint Mary's	03004	BENJAMIN BANNEKER ELEMENTARY SCHOOL	27180 POINT LOOKOUT ROAD	LOVEVILLE, MD 20656	1,738
19	Saint Mary's	03005	LEONARDTOWN HIGH SCHOOL	23995 POINT LOOKOUT RD	LEONARDTOWN, MD 20650	1,542
19	Saint Mary's	04001	MARGARET BRENT MIDDLE SCHOOL	29675 POINT LOOKOUT ROAD	HELEN, MD 20635	2,170
19	Saint Mary's	04002	OUR LADY OF THE WAYSIDE CHURCH HALL	37575 CHAPTICO ROAD	CHAPTICO, MD 20621	1,696
19	Saint Mary's	04003	CHOPTICON HIGH SCHOOL	25390 COLTON POINT RD	MORGANZA, MD 20660	2,155
19	Saint Mary's	05001	MECHANICSVILLE FIREHOUSE	28165 HILLS CLUB ROAD	MECHANICSVILLE, MD 20659	2,407
19	Saint Mary's	05002	LETTIE MARSHALL DENT ELEMENTARY SCHOOL	27840 NEW MARKET TURNER ROAD	MECHANICSVILLE, MD 20659	2,363
19	Saint Mary's	05003	GOLDEN BEACH FIREHOUSE	29848 THERESE CIRCLE	MECHANICSVILLE, MD 20659	2,403
19	Saint Mary's	06001	HOLLYWOOD FIREHOUSE BANQUET RM	24801 THREE NOTCH ROAD	HOLLYWOOD, MD 20636	1,777
19	Saint Mary's	06002	OAKVILLE ELEMENTARY SCHOOL	26410 THREE NOTCH ROAD	MECHANICSVILLE, MD 20659	1,873
19	Saint Mary's	06003	HOLLYWOOD ELEMENTARY SCHOOL	44345 JOY CHAPEL RD	HOLLYWOOD, MD 20636	2,038
19	Saint Mary's	06004	HOLLYWOOD FIREHOUSE CONFERENCE RM	24801 THREE NOTCH ROAD	HOLLYWOOD, MD 20636	1,781
19	Saint Mary's	07001	AVENUE FIREHOUSE	21660 COLTONS POINT ROAD	AVENUE, MD 20609	2,202
19	Saint Mary's	08001	GREAT MILLS HIGH SCHOOL	21130 GREAT MILLS ROAD	GREAT MILLS, MD 20634	2,609
19	Saint Mary's	08002	TOWN CREEK ELEMENTARY SCHOOL	45805 DENT DRIVE	LEXINGTON PARK, MD 20653	1,362
19	Saint Mary's	08003	GREENVIEW KNOLLS ELEMENTARY SCHOOL	45711 MILITARY LANE	GREAT MILLS, MD 20634	2,335
19	Saint Mary's	08004	PARK HALL ELEMENTARY SCHOOL	20343 HERMANVILLE ROAD	PARK HALL, MD 20667	3,202
19	Saint Mary's	08005	ST. ANDREWS CHURCH HALL DINING HALL	44078 ST ANDREWS CHURCH ROAD	CALIFORNIA, MD 20619	2,606

19	Saint Mary's	08006	ESPERANZA MIDDLE SCHOOL	22790 MAPLE ROAD	LEXINGTON PARK, MD 20653	1,468
19	Saint Mary's	08007	GREEN HOLLY ELEMENTARY SCHOOL	46060 MILLSTONE LANDING ROAD	LEXINGTON PARK, MD 20653	1,692
19	Saint Mary's	08008	ST. ANDREWS CHURCH MTG ROOM	44078 ST. ANDREWS CHURCH RD.	CALIFORNIA, MD 20619	321
19	Saint Mary's	08009	LEXINGTON PARK ELEMENTARY SCHOOL	46763 S SHANGRI-LA DR	LEXINGTON PARK, MD 20653	2,466
19	Saint Mary's	08010	CALIFORNIA BAY DISTRICT FIREHOUSE	45774 FIRE DEPT LANE	CALIFORNIA, MD 20619	957
19	Saint Mary's	09001	ISLAND IMPROVEMENT ASSO. BUILDING	16262 THOMAS ROAD ST., GEORGE'S ISLAND	PINEY POINT, MD 20674	185
20	Somerset	01001	01-1 GREENWOOD MID SCH	11412 DRYDEN RD	PRINCESS ANNE, MD 21853	816
20	Somerset	01002	01-2 GREENWOOD MID SCH	11412 DRYDEN RD	PRINCESS ANNE, MD 21853	1,556
20	Somerset	01003	01-3 GREENWOOD MID SCH	11412 DRYDEN RD	PRINCESS ANNE, MD 21853	114
20	Somerset	02001	02-1 ST PETERS METH CH HALL	27233 ORIOLE RD	PRINCESS ANNE, MD 21853	320
20	Somerset	03001	03-1 MARION S PEYTON SCH	28573 HUDSON CORNER RD	MARION STATION, MD 21838	998
20	Somerset	04001	04-1 WASHINGTON HIGH SCH	10902 OLD PRINCESS ANNE RD	PRINCESS ANNE, MD 21853	764
20	Somerset	05001	05-1 MT VERNON FIRE DEPT	27740 MOUNT VERNON RD	PRINCESS ANNE, MD 21853	627
20	Somerset	06001	06-1 FAIRMOUNT FIRE CO	27407 FAIRMOUNT RD	UPPER FAIRMOUNT, MD 21867	374
20	Somerset	07001	07-1 CRISFIELD HIGH SCH	210 N SOMERSET AVE	CRISFIELD, MD 21817	1,555
20	Somerset	08001	08-1 CRISFIELD HIGH SCH	210 N SOMERSET AVE	CRISFIELD, MD 21817	1,224
20	Somerset	08002	08-2 CRISFIELD HIGH SCH	210 N SOMERSET AVE	CRISFIELD, MD 21817	383
20	Somerset	09001	09-1 DEAL ISLAND ELEM SCH	23275 LOLA WHEATLEY RD	DEAL ISLAND, MD 21821	266
20	Somerset	10001	10-1 EWELL ELEM SCH	4005 SMITH ISLAND RD	EWELL, MD 21824	153
20	Somerset	10002	10-2 TYLERTON FIRE DEPT	21140 TUFF ST	TYLERTON, MD 21826	52
20	Somerset	11001	11-1 DEAL ISLAND ELEM SCH	23275 LOLA WHEATLEY RD	DEAL ISLAND, MD 21821	117
20	Somerset	12001	12-001 WOODSON ELEM SCH	281 A WOODSON SCHOOL RD	CRISFIELD, MD 21817	556
20	Somerset	13001	13-1 SOMERSET INTERMEDIATE SCH	7970 CRISFIELD HWY	WESTOVER, MD 21871	128
20	Somerset	13002	13-2 SOMERSET INTERMEDIATE SCH	7970 CRISFIELD HWY	WESTOVER, MD 21871	310
20	Somerset	13003	13.3 SOMERSET INTERMEDIATE SCH	7970 CRISFIELD HWY	WESTOVER, MD 21871	178
20	Somerset	14001	14-1 DEAL ISLAND ELEM SCH	23275 LOLA WHEATLEY RD	DEAL ISLAND, MD 21821	366
20	Somerset	15001	15-1 WASHINGTON HIGH SCH	10902 OLD PRINCESS ANNE RD	PRINCESS ANNE, MD 21853	1,352
20	Somerset	15002	15-2 WASHINGTON HIGH SCH	10902 OLD PRINCESS ANNE RD	PRINCESS ANNE, MD 21853	740
21	Talbot	01001	EASTON FIRE HOUSE	315 AURORA PARK DRIVE	EASTON, MD 21601	3,849
21	Talbot	01002	LOUIS G. SMITH ARMORY 1-2	7111 OCEAN GATEWAY	EASTON, MD 21601	4,299
21	Talbot	01003	EASTON FIRE HOUSE 1-3	315 AURORA PARK DR	EASTON, MD 21601	2,191
21	Talbot	01005	TALBOT CO. COMMUNITY CENTER 1-5	10028 OCEAN GATEWAY	EASTON, MD 21601	3,287
21	Talbot	02001	ST. MICHAELS HIGH SCHOOL 2-1	200 SEYMOUR AVENUE	ST MICHAELS, MD 21663	2,275
21	Talbot	02002	BOZMAN CHURCH 2-2	BOZMAN NEAVITT ROAD	BOZMAN, MD 21612	581
21	Talbot	02003	COMMUNITY METHODIST CHURCH 2-3	BELLEVUE RD.	ROYAL OAK, MD 21662	1,087
21	Talbot	03001	TRAPPE FIRE HOUSE 3-1	4001 POWELL AVE.	TRAPPE, MD 21673	2,140
21	Talbot	03003	OXFORD COMMUNITY CENTER 3-3	200 OXFORD RD.	OXFORD, MD 21654	1,070
21	Talbot	04001	CORDOVA FIRE HOUSE 4-1	11864 KITTY'S CORNER RD.	CORDOVA, MD 21625	2,812
21	Talbot	05001	NEW ST JOHNS METHODIST CHURCH 5-1	9123 TILGHMAN ISLAND RD.	WITTMAN, MD 21676	742
21	Talbot	05002	TILGHMAN ELEMENTARY SCHOOL 5-2	21374 FOSTER AVENUE	TILGHMAN, MD 21671	628
22	Washington	01000	SHARPSBURG ELEM. SCHOOL 1-0	17525 SHEPHERDSTOWN PIKE	SHARPSBURG, MD 21782	2,125
22	Washington	02000	WILLIAMSPORT HIGH SCHOOL 2-0	5 SOUTH CLIFTON DRIVE	WILLIAMSPORT, MD 21795	2,767
22	Washington	03001	POTOMAC TOWERS 3-1	11 WEST BALTIMORE STREET	HAGERSTOWN, MD 21740	707
22	Washington	03002	EMMANUEL UNITED METHODIST CHURCH 3-2	802 SUMMIT AVENUE	HAGERSTOWN, MD 21740	1,051
22	Washington	03003	EMMA K. DOUB SCHOOL 3-3	1221 SOUTH POTOMAC STREET	HAGERSTOWN, MD 21740	1,385
22	Washington	03004	GIRLS' INC. 3-4	626 WASHINGTON AVENUE	HAGERSTOWN, MD 21740	1,117
22	Washington	04000	CLEAR SPRING HIGH SCHOOL 4-0	12630 BROADFORDING ROAD	CLEAR SPRING, MD 21722	1,982
22	Washington	05000	HANCOCK MIDDLE SENIOR HIGH SCHOOL 5-0	289 WEST MAIN STREET	HANCOCK, MD 21750	2,217
22	Washington	06001	BOONSBORO HIGH SCHOOL 6-1	10 CAMPUS AVENUE	BOONSBORO, MD 21713	1,873
22	Washington	06002	BOONSBORO MIDDLE SCHOOL 6-2	1 J-H WADE DRIVE	BOONSBORO, MD 21713	2,041
22	Washington	07001	SMITHSBURG ELEM. SCHOOL 7-1	67 NORTH MAIN STREET	SMITHSBURG, MD 21783	2,091
22	Washington	07002	SMITHSBURG MIDDLE SCHOOL 7-2	68 NORTH MAIN STREET	SMITHSBURG, MD 21783	1,672
22	Washington	08000	ROHRERSVILLE RURITAN CLUB 8-0	21023 ROHERSVILLE SCHOOL ROAD	ROHRERSVILLE, MD 21779	1,613
22	Washington	09000	LEITERSBURG VOL. FIRE CO. ACTIVITY CENTER 9-0	21140 LEITERSBURG PIKE	HAGERSTOWN, MD 21742	1,835
22	Washington	10001	E. RUSSELL HICKS MIDDLE SCHOOL 10-1	1321 SOUTH POTOMAC STREET	HAGERSTOWN, MD 21740	2,229
22	Washington	10002	SOUTH HAGERSTOWN HS 10-2	1101 SOUTH POTOMAC STREET	HAGERSTOWN, MD 21740	1,925
22	Washington	10003	EASTERN ELEM. SCHOOL 10-3	1320 YALE DRIVE	HAGERSTOWN, MD 21742	1,461
22	Washington	10004	WASHINGTON CTY. TECHNICAL HIGH SCHOOL 10-4	50 WEST OAK RIDGE DRIVE	HAGERSTOWN, MD 21740	818
22	Washington	11001	PLEASANT VALLEY SCHOOL 11-1	1707 ROHRERSVILLE ROAD	KNOXVILLE, MD 21758	792
22	Washington	11002	POTOMAC VALLEY FIRE HALL 11-2	2202 DARGAN SCHOOL ROAD	SHARPSBURG, MD 21782	403
22	Washington	12000	FAIRPLAY FIRE COMPANY 12-0	18002 TILGHMANTON ROAD	FAIRPLAY, MD 21733	1,771
22	Washington	13001	MAUGANSVILLE SCHOOL 13-1	18023 MAUGANS AVENUE	MAUGANSVILLE, MD 21767	2,393
22	Washington	13002	MAUGANSVILLE RURITAN BLDG 13-2	18007 MAUGANS AVENUE	HAGERSTOWN, MD 21740	1,158
22	Washington	14001	RINGGOLD COMMUNITY HALL 14-1	14247 WINDY HAVEN ROAD	SMITHSBURG, MD 21783	710
22	Washington	14002	CASCADE SCHOOL 14-2	14519 PENNERSVILLE ROAD	CASCADE, MD 21719	819
22	Washington	15000	BIG POOL COMMUNITY HALL 15-0	11411 TEDRICK DRIVE	BIG POOL, MD 21711	1,202
22	Washington	16000	GREENBRIER SCHOOL 16-0	21222 SAN MAR ROAD	BOONSBORO, MD 21713	2,514

22	Washington	17001	WASHINGTON COUNTY LIB. REAR ENT. 17-1	100 SOUTH POTOMAC STREET	HAGERSTOWN, MD 21740	1,272
22	Washington	17002	BESTER ELEMENTARY SCHOOL 17-2	30 EAST MEMORIAL BOULEVARD	HAGERSTOWN, MD 21740	2,418
22	Washington	18001	CHEWSVILLE COMMUNITY CTR 18-1	11735 WHITE HALL ROAD	CHEWSVILLE, MD 21721	1,943
22	Washington	18002	MARANATHA BRETHERN CHURCH 18-2	19835 SCOTT HILL DRIVE	HAGERSTOWN, MD 21742	2,584
22	Washington	18003	HAGERSTOWN COMMUNITY COLLEGE ARCC BUILDING - 18-3	11400 ROBINWOOD DRIVE	HAGERSTOWN, MD 21742	2,337
22	Washington	19000	LITTLE ANTIETAM COMMUNITY CENTER 19-0	40 MOUNT VERNON DRIVE	KEEDYSVILLE, MD 21756	1,542
22	Washington	20000	DOWNSVILLE RURITAN CLUB 20-0	8629 DOWNSVILLE PIKE	WILLIAMSPORT, MD 21795	1,424
22	Washington	21001	POTOMAC HEIGHTS ELEM. SCHOOL 21-1	301 EAST MAGNOLIA AVENUE	HAGERSTOWN, MD 21742	1,546
22	Washington	21002	NORTH HAGERSTOWN HIGH SCHOOL 21-2	1200 PENNSYLVANIA AVENUE	HAGERSTOWN, MD 21742	1,936
22	Washington	21003	NORTHERN MIDDLE SCHOOL 21-3	701 NORTHERN AVENUE	HAGERSTOWN, MD 21742	1,139
22	Washington	22001	TRINITY LUTHERAN CHURCH 22-1	15 RANDOLPH AVE.	HAGERSTOWN, MD 21740	1,934
22	Washington	22002	PANGBORN ELEMENTARY SCHOOL 22-2	195 PANGBORN BOULEVARD	HAGERSTOWN, MD 21740	1,394
22	Washington	23000	CONOCOCHAGUE SCHOOL 23-0	12408 LEARNING LANE	HAGERSTOWN, MD 21740	3,103
22	Washington	24001	HORST FENCING 24-1	16604 NATIONAL PIKE	HAGERSTOWN, MD 21740	510
22	Washington	24002	HORST FENCING 24-2	16604 NATIONAL PIKE	HAGERSTOWN, MD 21740	36
22	Washington	25001	BETHEL GARDENS' COMMUNITY ROOM 25-1	356 HENRY AVENUE	HAGERSTOWN, MD 21740	769
22	Washington	25002	WINTER STREET SCHOOL 25-2	59 WINTER STREET	HAGERSTOWN, MD 21740	1,816
22	Washington	25004	WESTERN HEIGHTS MIDDLE SCHOOL 25-4	1300 MARSHALL STREET	HAGERSTOWN, MD 21740	1,719
22	Washington	26001	ST. JOSEPH CATHOLIC CHURCH PARISH CENTER 26-1	17630 VIRGINIA AVENUE	HAGERSTOWN, MD 21740	2,681
22	Washington	26002	LINCOLNSHIRE SCHOOL 26-2	17545 LINCOLNSHIRE ROAD	HAGERSTOWN, MD 21740	1,827
22	Washington	26003	VALLEY GRACE BRETHERN CHURCH 26-3	17310 GAY STREET	HAGERSTOWN, MD 21740	2,332
22	Washington	27001	FOUNTAINDALE SCHOOL 27-1	901 NORTHERN AVENUE	HAGERSTOWN, MD 21742	2,364
22	Washington	27002	PARAMOUNT ELEM. SCHOOL 27-2	19410 LONGMEADOW ROAD	HAGERSTOWN, MD 21742	2,366
23	Wicomico	01001	MARDELA MIDDLE/HIGH SCHOOL	24940 DELMAR ROAD	MARDELA SPRINGS, MD 21837	415
23	Wicomico	01002	MARDELA MIDDLE/HIGH SCHOOL	24940 DELMAR ROAD	MARDELA SPRINGS, MD 21837	555
23	Wicomico	01003	MARDELA MIDDLE/HIGH SCHOOL	24940 DELMAR ROAD	MARDELA SPRINGS, MD 21837	388
23	Wicomico	01004	MARDELA MIDDLE/HIGH SCHOOL	24940 DELMAR ROAD	MARDELA SPRINGS, MD 21837	119
23	Wicomico	02001	WESTSIDE PRIMARY SCHOOL	6046 QUANTICO ROAD	QUANTICO, MD 21856	1,599
23	Wicomico	04001	PITTSVILLE ELEM/MIDDLE SCHOOL	34404 OLD OCEAN CITY ROAD	PITTSVILLE, MD 21850	1,839
23	Wicomico	05002	WICOMICCO HIGH SCHOOL	201-299 LONG AVENUE	SALISBURY, MD 21804	2,692
23	Wicomico	05003	DELMARVA EVANGELISTIC CHURCH	408 E. GORDY ROAD	SALISBURY, MD 21804	2,387
23	Wicomico	05004	WICOMICCO COUNTY YOUTH & CIVIC CENTER	500 GLEN AVENUE	SALISBURY, MD 21804	2,825
23	Wicomico	05005	BEAVER RUN ELEMENTARY SCHOOL	31481 OLD OCEAN CITY ROAD	SALISBURY, MD 21804	1,280
23	Wicomico	05006	FAITH BAPTIST CHURCH	30505 DAGSBORO RD	SALISBURY, MD 21804	2,174
23	Wicomico	05007	CHRIST UNITED METHODIST CHURCH	211 PHILIP MORRIS DR.	SALISBURY, MD 21804	1,159
23	Wicomico	06001	EAST SIDE VFW MEMORIAL POST	35481 MT. HERMON ROAD	POWELLVILLE, MD 21852	453
23	Wicomico	07001	ALLEN VOLUNTEER FIRE COMPANY	3676 S. UPPER FERRY ROAD	ALLEN, MD 21810	701
23	Wicomico	07002	ALLEN VOLUNTEER FIRE COMPANY	3676 S. UPPER FERRY ROAD	ALLEN, MD 21810	478
23	Wicomico	08001	PARKSIDE HIGH SCHOOL	1015 BEAGLIN PARK DRIVE	SALISBURY, MD 21804	1,496
23	Wicomico	08002	WARD MUSEUM	909 S. SCHUMAKER DRIVE	SALISBURY, MD 21804	814
23	Wicomico	08003	NORTHPOINTE TABERNACLE	29945 DIXON ROAD	SALISBURY, MD 21804	937
23	Wicomico	08004	ALLEN MEMORIAL BAPTIST CHURCH	1303 SNOW HILL RD	SALISBURY, MD 21804	2,591
23	Wicomico	09001	NORTH SALISBURY ELEMENTARY SCHOOL	1213 EMERSON AVE.	SALISBURY, MD 21801	968
23	Wicomico	09002	SALISBURY MIDDLE SCHOOL	607 MORRIS STREET	SALISBURY, MD 21801	2,743
23	Wicomico	09003	PEMBERTON ELEMENTARY SCHOOL	1300 PEMBERTON DRIVE	SALISBURY, MD 21801	1,978
23	Wicomico	09004	NORTH SALISBURY ELEMENTARY SCHOOL	1213 EMERSON AVE.	SALISBURY, MD 21801	166
23	Wicomico	09005	CROSS POINTE CHURCH OF THE NAZARENE	27765 NANTICOKE ROAD	SALISBURY, MD 21801	2,195
23	Wicomico	09006	ST. JAMES AME ZION CHURCH	521 MACK AVENUE	SALISBURY, MD 21801	1,786
23	Wicomico	10001	SHARPTOWN FIREMEN'S MEMORIAL BUILDING	405 JOE MORGAN ROAD	SHARPTOWN, MD 21861	342
23	Wicomico	10002	SHARPTOWN FIREMEN'S MEMORIAL BUILDING	405 JOE MORGAN ROAD	SHARPTOWN, MD 21861	518
23	Wicomico	11001	DELMAR ELEMENTARY SCHOOL	811 SOUTH 2ND STREET	DELMAR, MD 21875	2,376
23	Wicomico	11002	DELMAR ELEMENTARY SCHOOL	811 SOUTH 2ND STREET	DELMAR, MD 21875	425
23	Wicomico	13001	ASBURY UNITED METHODIST CHURCH	1401 CAMDEN AVENUE	SALISBURY, MD 21801	2,357
23	Wicomico	13002	HARVEST BAPTIST CHURCH	119 SOUTH BOULEVARD	SALISBURY, MD 21804	2,459
23	Wicomico	13003	PINEHURST ELEMENTARY SCHOOL	520 S. PINEHURST AVENUE	SALISBURY, MD 21801	1,239
23	Wicomico	14001	WILLARDS ELEMENTARY SCHOOL	36161 RICHLAND ROAD	WILLARDS, MD 21874	1,131
23	Wicomico	15001	WESTSIDE INTERMEDIATE SCHOOL	8000 QUANTICO ROAD	HEBRON, MD 21830	2,023
23	Wicomico	15002	WESTSIDE INTERMEDIATE SCHOOL	8000 QUANTICO ROAD	HEBRON, MD 21830	87
23	Wicomico	16001	FRUITLAND INTERMEDIATE SCHOOL	208 W. MAIN STREET	FRUITLAND, MD 21826	2,496
23	Wicomico	16002	FRUITLAND PRIMARY SCHOOL	301 N. DIVISION STREET	FRUITLAND, MD 21826	1,664
23	Wicomico	17001	ST MARY'S EPISCOPAL CHURCH	21658 NANTICOKE RD.	TYASKIN, MD 21865	1,136
24	Worcester	01001	POCOMOKE MIDDLE SCHOOL	800 EIGHTH STREET	POCOMOKE CITY, MD 21851	2,111
24	Worcester	01002	POCOMOKE ELEMENTARY SCHOOL	2119 POCOMOKE BELTWAY	POCOMOKE CITY, MD 21851	1,568
24	Worcester	01003	FIRST BAPTIST CHURCH	5912 TAYLOR LANDING ROAD	GIRDLETREE, MD 21829	529
24	Worcester	02001	SNOW HILL MIDDLE SCHOOL	5719 COULBOURNE LANE DRIVE	SNOW HILL, MD 21863	1,580
24	Worcester	02002	NEWARK FIRE DEPARTMENT	8338 NEWARK ROAD	NEWARK, MD 21841	575
24	Worcester	02003	STEPHEN DECATUR MIDDLE SCHOOL	9815 SEAHAWK RD	BERLIN, MD 21811	1,774

24	worcester	03001	OCEAN CITY ELEMENTARY SCHOOL	12828 CENTER DRIVE	OCEAN CITY, MD 21842	1,730
24	Worcester	03002	OCEAN CITY LIONS CLUB	12534 AIRPORT ROAD	BERLIN, MD 21811	1,953
24	Worcester	03003	BERLIN INTERMEDIATE SCHOOL	309 FRANKLIN AVENUE	BERLIN, MD 21811	2,174
24	Worcester	04001	STOCKTON FIRE DEPARTMENT	1501 SNOW HILL ROAD	STOCKTON, MD 21864	450
24	Worcester	04002	SNOW HILL ELEMENTARY SCHOOL	5708 COULBOURNE LANE DRIVE	SNOW HILL, MD 21863	2,299
24	Worcester	04003	SHOWELL FIRE DEPARTMENT	11620 WORCESTER HIGHWAY	SHOWELL, MD 21862	1,359
24	Worcester	05001	OCEAN PINES SOUTH FIRE DEPARTMENT	911 OCEAN PARKWAY	OCEAN PINES, MD 21811	3,534
24	Worcester	05002	OCEAN PINES LIBRARY	11107 CATHELL ROAD	BERLIN, MD 21811	2,029
24	Worcester	06001	OCEAN PINES COUNTRY CLUB	100 CLUBHOUSE DRIVE	OCEAN PINES, MD 21811	1,953
24	Worcester	06002	SHOWELL ELEMENTARY SCHOOL	11318 SHOWELL SCHOOL ROAD	BERLIN, MD 21811	1,366
24	Worcester	06003	BISHOPVILLE FIRE DEPARTMENT	10719 BISHOPVILLE ROAD	BISHOPVILLE, MD 21813	1,618
24	Worcester	07001	ROLAND E. POWELL CONVENTION CENTER	4001 COASTAL HIGHWAY	OCEAN CITY, MD 21842	5,389
						<b>3,418,617</b>



S T A T E O F M A R Y L A N D  

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DEPARTMENT OF INFORMATION TECHNOLOGY

**STATE INFORMATION TECHNOLOGY SECURITY  
PROGRAM STANDARD**

**JULY 2008  
VERSION 1.0**

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## Section 1: Introduction

An effective enterprise-wide information security program provides a strong foundation for understanding and implementing security throughout an agency. This Guide identifies key components that should be considered by an agency when implementing, reviewing, or seeking to improve the value of its information security program. It is encouraged that these components be reviewed for applicability to an agency's business environment and compliance with existing laws and policies, and implemented as appropriate for each agency. Some agencies may not require all components, but where a component is applicable to an agency's program, it should be assessed for adoption and implementation. The key components are:

- POLICY MANAGEMENT
- RISK MANAGEMENT
- SYSTEM CERTIFICATION AND ACCREDITATION
- SYSTEMS DEVELOPMENT LIFE CYCLE
- DISASTER RECOVERY PLANNING
- SECURITY AWARENESS
- COMMUNICATIONS AND OPERATIONS MANAGEMENT
- ACCESS CONTROL
- INFORMATION SECURITY CRITICAL INCIDENT MANAGEMENT
- COMPLIANCE

## Section 2: Policy Management

Information security policy is an essential component of information security governance—without the policy, governance has no substance and rules to enforce. Policy Management refers to the practices and methods used to create and maintain security policies to translate, clarify, and communicate management’s position on high-level security principles. Policy management includes development, deployment, communication, updating, and enforcement of agency security policies.

Agency information security policies should address the fundamentals of agency information security governance structure, including:

- Information security roles and responsibilities.
- Statement of security controls baseline and rules for exceeding the baseline.
- Rules of behavior that agency users are expected to follow and minimum repercussions for noncompliance.

Supporting guidance and procedures on how to effectively implement specific controls across the enterprise should be developed to augment an agency’s security policy. This subsequent guidance on information security, created by the agency, in consideration of external guidance (e.g. NIST Special Publications and FIPS), should be consistent with the information security policy and may not supersede it, unless the policy itself is being modified. Agencies should ensure that their information security policy is sufficiently current to accommodate the information security environment and agency mission and operational requirements. To ensure that information security does not become obsolete, agencies should implement a policy review and revision cycle. As a part of the periodic review and the initial development of the information security policies, agencies should work to ensure that all internal security policies (i.e., physical and personnel) are sufficiently coordinated to ensure effective implementation of crosscutting and convergent security objectives, such as access control initiatives.

### Important Resources

<http://csrc.nist.gov/groups/SMA/fisma/index.html>

Federal Information Security Management Act (FISMA) Implementation Project

## Section 3: Risk Management

Risk Management refers to the process of identifying risk, assessing risk, and taking steps to reduce risk to an acceptable level. A risk management process must be implemented to assess the acceptable risk to agency IT systems as part of a risk-based approach used to determine adequate security for the system. Agencies shall analyze threats and vulnerabilities and select appropriate, cost-effective controls to achieve and maintain a level of acceptable risk. Agencies will define a schedule for on-going risk management review and evaluation based on the system sensitivity and data classification of the system. Refer to NIST Special Publication 800-30, Risk Management Guide for Information Technology for guidance: <http://csrc.nist.gov/publications/nistpubs/>. A risk management program is an essential management function and is critical for any agency to successfully implement and maintain an acceptable level of security.

A successful risk management program is more than a simple checklist of do's and don'ts, and a few policies and procedures. It is a proactive, ongoing program of identifying and assessing risk, and weighing business tradeoffs on acceptable levels of risk against ever changing technologies and solutions.

Risk management is a well understood and fully documented discipline. A risk management discipline, like the National Institute of Standards and Technology (NIST) Risk Model, typically encompasses three processes: assessment, mitigation, and evaluation. It is important to note that effective risk management may also be two dimensional – process-oriented and relevancy-oriented.

Process-oriented risk management addresses whether the person(s) conducting a risk assessment has asked the right questions to assess risks adequately within the agency and he/she has an effective process to ensure conclusions reached in the risk assessment properly translate into a work plan that can be executed to achieve the needed results.

Relevancy-oriented risk management refers to the importance the person(s) conducting the risk assessment places on the risks identified to ensure they are relevant to the agency.

Risk assessment is the first process in risk management. Agencies should use risk assessment to determine the extent of the potential threat and the risk associated with an IT system or an operational function. Depending upon the complexity and criticality of an agency's business, the risk assessment process may encompass up to nine primary steps, which include identification and evaluation of risks and risk impacts, and recommendation of risk-reducing measures. The output of this process helps to identify appropriate controls for reducing or eliminating risk during the risk mitigation process.

Risk mitigation, the second process of risk management, involves prioritizing, evaluating, and implementing the appropriate risk-reducing controls recommended from the risk assessment process. Controls are defined as IT processes and technologies designed to close vulnerabilities, maintain continuity of operation at specified performance levels, and achieve and document compliance with external and internal policy requirements.

The third process of risk management, evaluation, is ongoing and evolving. Evaluation emphasizes the good practice to develop an effective risk management program within the agency's information

security program. Not only should the risk management program engage changes to existing systems, but should also integrate into the agency's operational functions, as well as the System Development Life Cycle (SDLC) for new systems and applications.

**Important Resources**

<http://csrc.nist.gov/publications/PubsSPs.html>

NIST Special Publication 800-100 Information Security Handbook: A Guide for Managers

## Section 4: System Certification and Accreditation

Security *accreditation* is the official management decision given by a senior agency official to authorize operation of an information system and to explicitly accept the risk to agency operations, agency assets, or individuals based on the implementation of an agreed-upon set of security controls. The senior agency official should have the authority to oversee the budget and business operations of the information system. Security accreditation provides a form of quality control and challenges managers and technical staffs at all levels to implement the most effective security controls possible in an information system, given mission requirements, technical constraints, operational constraints, and cost/schedule constraints. By accrediting an information system, an agency official accepts responsibility for the security of the system and is fully accountable for any adverse impacts to the agency if a breach of security occurs. Thus, responsibility and accountability are core principles that characterize security accreditation.

The assessment of risk and the development of system security plans are two important activities in an agency's information security program that directly support security accreditation. Risk assessments influence the development of the security controls for information systems and generate much of the information needed for the associated system security plans. Risk assessments can be accomplished in a variety of ways depending on the specific needs of the agency. Some agencies may choose to assess risk informally. Other agencies may choose to employ a more formal and structured approach. In either case, the assessment of risk is a process that should be incorporated into the system development life cycle. At a minimum, documentation should be produced that describes the process employed and the results obtained. System security plans provide an overview of the information security requirements and describe the security controls in place or planned for meeting those requirements. System security plans can include as references or attachments, other important security-related documents (e.g., risk assessments, contingency plans, incident response plans, security awareness and training plans, information system rules of behavior, configuration management plans, security configuration checklists, privacy impact assessments, system interconnection agreements) produced as part of an agency's information security program.

In addition to risk assessments and system security plans, security assessments play an important role in security accreditation. It is essential that agency officials have the most complete, accurate and trustworthy information possible on the security status of their information systems in order to make timely, credible, risk-based decisions on whether to authorize operation of those systems. The information and supporting evidence needed for security accreditation is developed during a detailed security review of an information system, typically referred to as security certification. Security *certification* is a comprehensive assessment of the management, operational, and technical security controls in an information system, made in support of security accreditation, to determine the extent to which the controls are implemented correctly, operating as intended, and producing the desired outcome with respect to meeting the security requirements for the system. The results of a security certification are used to reassess the risks and update the system security plan, thus providing the factual basis for an authorizing official to render a security accreditation decision.

By accrediting an information system, an agency official accepts the risks associated with operating the system and the associated implications on agency operations, agency assets, or individuals. Completing a security accreditation ensures that an information system will be operated with appropriate management review, that there is ongoing monitoring of security controls, and that

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**State IT Security Program Standard**

reaccreditation occurs periodically in accordance with federal or agency policy and whenever there is a significant change to the system or its operational environment.

**Important Resources;**

[http://doit.maryland.gov/support/Documents/security\\_guidelines/it\\_security\\_ca\\_overview.pdf](http://doit.maryland.gov/support/Documents/security_guidelines/it_security_ca_overview.pdf)

Introduction to the State of Maryland IT Security Certification and Accreditation Guidelines;

[http://doit.maryland.gov/support/Documents/security\\_guidelines/it\\_security\\_ca\\_guidelines.pdf](http://doit.maryland.gov/support/Documents/security_guidelines/it_security_ca_guidelines.pdf)

State of Maryland IT Security Certification and Accreditation Guidelines;

## Section 5: Systems Development Life Cycle

Agencies should ensure that security is an integral part of information systems, which include operating systems, infrastructure, applications and off-the-shelf products, services, and user-developed applications. Security requirements should be identified and agreed upon prior to the development and/or implementation of information systems and documented as part of the overall business case. The requirements must also ensure compliance with any applicable laws, regulations, statutes, or state policies (e.g., HIPAA, PCI Standards, etc.). Security should be considered and designed in from the beginning and during the entire system development lifecycle.

### Best Practices

- Implement requirements for ensuring authenticity and protecting message integrity in applications.
- Implement the use of encryption (cryptographic) measures to protect confidential or sensitive information and protect encryption keys from modification, loss and destruction.
- Implement input and output data validation checks to ensure data is correct and appropriate.
- Implement processes to control the installation of software on operating systems.
- Implement procedures to select, protect, and control test data. Do not use test data in a production environment or use production data in a test environment without careful consideration.
- Limit access to program source code and place source code in a secure environment.
- Implement change control procedures to minimize the corruption of information systems.
- Limit modifications to vendor-supplied software packages.
- When outsourcing software development, consider contractual language for licensing arrangements, code ownership, quality and security functionality, testing to detect malicious code, and escrow arrangements in the event of third party failure.

### Important Resources

<https://buildsecurityin.us-cert.gov/daisy/bsi/home.html>

U. S. Department of Homeland Security – Build Security In Home

<http://csrc.nist.gov/publications/PubsSPs.html>

NIST SP 800-55 Security Metrics Guide for Information Technology Systems

NIST SP 800-44 Guidelines for Securing Public Web Servers

## Section 6: Disaster Recovery Planning

Agencies shall develop, implement, and test an IT Disaster Recovery plan for each critical system to ensure that contingency procedures will be available in the event of a disaster resulting in the loss of services from the primary production system. Creation, maintenance, and annual testing of a plan will minimize the impact of recovery and loss of information assets caused by events ranging from a single disruption of business to a disaster. Planning and testing provides a foundation for a systematic and orderly resumption of all computing services within an agency when disaster strikes.

### Important Resources

<http://doit.maryland.gov/support/Pages/SecurityDisasterRecovery.aspx>

## Section 7: Security Awareness

A key component to assure that users understand their role and responsibility for information security is through an ongoing awareness program. An effective program ensures employees and contractors know about information security and privacy relative to their job responsibilities. A good awareness program promotes the agency's existing policies, standards, and practices.

A successful security awareness program should target various groups (such as employees and contractors, IT staff, or managers and supervisors) with information pertinent to their respective roles. Most users would be interested in awareness material addressing Internet use, email, and handling confidential information. Technical support personnel would be more focused on access control, anti-virus, and patch management administration. The executives would be more interested in the benefits of enabling business through information security, risk management, and business continuity.

Agencies shall develop and implement a security awareness program.

### Best Practices

- Promote security awareness using techniques such as: posters, email messages, formal instruction, web-based instruction, videos, newsletters, and security awareness days.
- Ensure all users sign confidential and acceptable use statements.
- Train all users to quickly identify threats, and how to respond to security incidents.
- Inform all users about agency policies and procedures.
- Regularly review and update training content to reflect changes to the agency's environment.

### Important Resources

<http://doit.maryland.gov/support/Pages/SecurityAwareness.aspx>

## Section 8: Communications and Operations Management

System communications protection refers to the key elements used to assure data and systems are available, and exhibit the confidentiality and integrity expected by owners and users to conduct their business. The appropriate level of security applied to the information and systems is based on the classification and criticality of the information and the business processes that use it.

The key elements of system and communications protection are backup protection, denial of service protection, boundary protection, use of validated cryptography (encryption), public access protection, and protection from malicious code. Although the elements are described in terms of the technologies needed and/or used for system and communication protection it is really the processes that administer and monitor the technologies that assure the required level of security.

Operations management refers to implementing appropriate controls and protections on hardware, software, and resources; maintaining appropriate auditing and monitoring; and evaluating system threats and vulnerabilities. As always, it is a balance of these types of controls against business requirements, cost, efficiency, and effectiveness.

Operations management covers information technology assets throughout their lifecycle. Thus, it is greater than the cost of just purchasing assets, and includes all ongoing maintenance, security, monitoring and problem resolution. The overall goal of operations management is to lower the total cost of ownership of all organizational devices, from enterprise servers to mobile devices attached to the network, while keeping the environment secure.

Proper operations management safeguards all of the organization's computing resources from loss or compromise, including main storage, storage media (e.g., tape, disk, and optical devices), communications software and hardware, processing equipment, standalone computers, and printers. The method of protection used should not make working within the agency's computing environment an onerous task, nor should it be so flexible that it cannot adequately control excesses. Ideally, it should obtain a balance between these extremes, as dictated by the agency's specific business needs.

This balance depends, at least in part, on two items. One is the value of the data, which may be stated in terms of intrinsic value or monetary value. Intrinsic value is determined by the information's criticality and sensitivity — for example, health- and personal-related information may have a high intrinsic value. The monetary value is the potential financial or physical losses that would occur should the information be breached or violated. The second item is the ongoing business need for the information, which is particularly relevant when continuous availability (i.e., round-the-clock processing) is required.

### Best Practices

- Implement cryptographic solutions (encryption) when the confidentiality or sensitivity of information must be maintained while a message is in transit between computing devices and when confidential or sensitive information is stored in a file or database.

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- Deploy and routinely update appropriate anti-virus, anti-spyware and file extension blocking solutions at the gateway entry points and on the desktop and server systems to prevent these systems from being compromised.
- Ensure a firewall or other boundary protection mechanism is in place and has the ability to evaluate (1) source and destination network addresses, and (2) determine the validity of the service requested.
- Deploy appropriate Intrusion Detection System and Intrusion Prevention System (IDS/IPS) solutions at the correct network location(s) and monitor to detect when the agency is under attack so an effective detection and defense strategy can be deployed.
- Implement an appropriate change management process to ensure changes to systems are controlled.
- Provide for separation of duties by assigning tasks to different personnel, preventing one person from having total control of the security measures.
- Establish procedures to implement an agreed backup policy and strategy, including the extent (e.g., full or differential/incremental), frequency, offsite storage, testing, physical and environmental protection, restoration, and encryption.
- Secure certain internal data and systems (Accounting and Human Resources, for instance) from other data and systems on the networks.
- Do not place confidential or sensitive data on any application servers, database servers, or infrastructure components that require direct access from the Internet. Components that meet these criteria must be placed behind a de-militarized zone (DMZ) where they are not accessible from the Internet and can only interact with DMZ components through a firewall.
- Establish appropriate procedures to protect documents, computer media, information/data, and system documentation from unauthorized disclosure, modification, removal, and destruction, including suitable measures to properly dispose of media when it is no longer needed.
- Establish procedures and standards to protect information and physical media containing information in transit, including using facsimile machines, exchange agreements between the agency and external parties, transportation of physical media, and monitoring (e.g., audit logging, monitoring system use.)
- Implement appropriate levels of security monitoring including intrusion detection, penetration testing, and violation analysis.
- Perform reviews of audit trails on a regular basis to alert an agency to inappropriate practices.
- Ensure preventive or detection controls are in place to decrease or identify the threat of unintentional errors or unauthorized users accessing the system and modifying data.
- Implement appropriate retention policies as dictated by the agency's policies, standards, legal and business rules.
- Implement appropriate documentation such as security policies and procedures, business contingency plans, disaster recovery plans, and incident response plans, including a plan for cyber attacks, such as a denial of service attack.

### Important Resources

<http://csrc.nist.gov/publications/PubsSPs.html>

NIST SP 800-12 An Introduction to Computer Security: The NIST Handbook

NIST SP 800-41 Guidelines on Firewalls and Firewall Policy

NIST SP 800-45 Guidelines for Electronic Mail Security

NIST SP 800-83 Guide to Malware Incident Prevention and Handling



## Section 9: Access Control

Access control ensures that system resources are only available to users who are entitled to them. The objective is to prevent unauthorized disclosure of the agency's information assets. Key components include identification, authentication, and authorization. These components apply to people, process, and technology devices.

Identification is the process for establishing who someone or what something claims to be. The identity may be a person, a program, a computer or data.

Authentication is the process of confirming the accuracy of the claimed identity. Typical authentication methods include passwords, fixed IP addresses, security tokens, smart cards, biometrics, and secret information known only to the person.

Authorization describes the process of granting privileges based on an authenticated identity. Examples of the authorization process include signed access control forms for new employees, signed contracts between entities granting information rights, or assignment to a specific group or role. The access rights to the information are then programmed or entered into the security system via an access list, directory entry, or view tables, for example, so the authorization rules can be enforced.

### Best Practices

- Establish formal procedures for the owners, or owner designee, of the data to authorize access to information systems and services that use their data.
- Audit access level rights at regular intervals.
- Monitor and audit system access and use.
- Ensure the security system can identify and verify the identification and, if necessary, the location of each authorized user.
- Apply access method of "least privilege" where access to, or the flow of information, is only granted to the extent necessary to get the job done.
- Authenticate individuals and technology components consistent with acceptable risk levels determined by the information owners.
- Use logon banners to display a general security notice and acceptance of use conditions.
- Remove access upon employee termination or when the need no longer exists.
- Establish password standards such as minimum length requirements with a combination of characters and numbers, and appropriate periodic password aging.
- Restrict connection time to appropriate business hours.
- Initiate automatic logout or protected screen savers by the system after a specific period of inactivity.

## Section 10: Information Security Critical Incident Management

Information Security Critical Incident Management refers to the processes and procedures agencies implement for identifying, responding to, and managing information security incidents. A critical incident is one that can shut down business, disrupt operations, cause physical damage; or that can threaten the agency's financial or public image. Examples of critical incidents could include activity such as:

- Unwanted disruption or denial of service
- The unauthorized use of a system for the processing or storage of data
- Changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or consent

Development, documentation, and implementation of an information security incident response plan provide the framework for an agency to proactively manage incidents when they occur. Agencies shall be required to detect, track, log and report critical security incidents. The speed with which an agency can recognize, analyze, and respond to an incident will limit the damage and lower the cost of recovery. The term damage means "impairment to the integrity or availability of data, a program, a system or information". Agencies should report critical incidents to the DoIT Service Desk (410) 260-7778 or [ServiceDesk@doIT.state.md.us](mailto:ServiceDesk@doIT.state.md.us) Appendix A contains the Computer Security Critical Incident Handling Form.

## Section 11: Compliance

The head of each agency is responsible for compliance with and enforcement of this policy. Agency Chiefs of Information Officers, or the agency's delegated Information Technology professional, shall develop and implement an Agency IT Security Program to implement this policy and these standards. Where the agency's IT Security Program is unable to comply with this policy, a timetable to resolve the discrepancies and controls for compliance shall be included. The controls shall include but are not limited to:

- Maintaining the confidentiality, integrity, availability, and accountability of all State information technology applications and services;
- Protecting information according to its sensitivity, criticality and value, regardless of the media on which it is stored or automated systems that process it, or the methods by which it is distributed;
- Ensuring that risks to information security are identified and controls implemented to mitigate these risks;
- Implementing processes to ensure that all security services meet the minimum requirements set forth in this policy and the attached standards;
- Ensuring that all employees and contractors understand and comply with this Policy, as well as all applicable laws and regulations
- Implementing physical security controls to prevent unauthorized and/or illegal access, misuse, destruction or theft of the State's IT assets

# Appendix A: Computer Security Critical Incident Handling Form

Critical Incident Identification

Date \_\_\_\_\_

**Incident Detector's Information:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Date and Time Detected: \_\_\_\_\_

**Type of Incident Detected:**

Denial of Service

Unauthorized Use

Unauthorized Access

Malicious Code

Probe

Other \_\_\_\_\_

How was the incident discovered?

\_\_\_\_\_  
\_\_\_\_\_

Additional Information:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Detector's Signature: \_\_\_\_\_

## Appendix B: Plan Development Assistance

We would like to recognize and thank the State of California IT Security Services Team. With their permission, we used many concepts and ideas that were developed and implemented by their staff.



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

**Instructions for Oral Presentations – SBE-2010-02  
Somewhere County, MD**

The following information is being provided to all Offerors to allow them to prepare full and complete proposals in response to the solicitation. Offerors should be prepared to follow the plan and schedule. Exact dates will be provided after proposals have been submitted.

**Instructions – Precinct Count Optical Scan.**

Election Setup: All Offerors must setup two “fully functional” precincts, with one voting unit in each precinct, and one early voting center. For oral presentation purposes a single unit with interchangeable election storage media is permitted. The voting unit(s) must be equipped with the appropriate ballot receptacle that is to be used in a polling place (e.g. ballot bin).

One precinct shall be prepared for a Primary election, and the other for a General election – see the follow pages for the required ballot content. Offerors shall pre print 250 Ballots and one complete test deck for each precinct and election. The same ballots can be used for the early vote center. For the primary election, there should be 100 Democratic Party Ballots, 100 Republican Party Ballots and 50 Non-Partisan Ballots.

Prior to the presentation, the Offerors shall set up the Primary and General Elections including the names of the candidates on their Election Management System (EMS). The EMS system may be running on a laptop or desktop computer, but the offeror must supply detailed configuration information, including hardware and any third party software, of the proposed EMS system.

The Procurement Officer will notify Offerors of the required specific setup and take down schedule.

**Instructions – Central Count Optical Scan.**

Election Setup: All Offerors must setup a “fully functional” absentee and provisional ballot system, for an entire county for both a Primary and General Election. For oral presentation purposes a single unit with interchangeable election storage media is permitted. If applicable, the optical scanner must be equipped with the appropriate ballot receptacle.

All Offerors shall pre-print 500 absentee ballots (For the Primary there should be 200 Democratic Party, 200 Republican Party and 100 Non Partisan Ballots), for each election, across the ballot styles defined on the following pages. In addition, each offeror shall print one complete test deck for each election, and supply any other material needed. The Procurement Officer will notify Offerors of the required specific setup and take down schedule

Prior to the presentation, the Offerors shall set up the Primary and General Elections including the names of the candidates on their Election Management System (EMS). The EMS system may be running on a laptop or desktop computer, but the offeror must supply detailed configuration information, including hardware and any third party software, of the proposed EMS system.



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Note: In both cases above, the ballots should not be precinct specific; there should be no precinct identification on the ballot. Maryland law does not permit the counting of Absentee and Provisional ballots by precinct, those ballots must be counted cumulatively.

### **Oral Presentation Requirements**

All Offerors will be required show the following at the Oral Presentation:

- Load Elections into Election Management System, describing the necessary steps to input districts, precincts, candidates, questions and all other necessary election data.
- Show loading of election data onto voting units.
- Performance of pre-election logic and accuracy tests
- Opening the polls
- Casting votes, including overvotes, undervotes blank votes and write in votes.
- Demonstrate system accommodations for voters with disabilities.
- Close the polls
- Print results reports and audit reports from voting units.
- Transfer results to the election management system.
- Print results reports and audit reports from election management system, demonstrating results formats, including web compatible formats.
- Demonstrate early voting capability.
- Demonstrate Absentee and Provisional voting capability (using central count scanner).



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

### Somewhere County, Maryland

Somewhere County contains Congressional Districts (CD) 3 and 5, House of Delegate Districts or Sub-Districts (HD) 1A, 1B, 7, and 9, County Commissioners (CC) Districts A and B and Board of Education (BE) District 4. The county is divided into 6 precincts.

The breakdown of districts by precinct is as follows:

- Precinct 1: CD 3, HD 1A, CC A & B
- Precinct 2: CD 3, HD 1B, CC A & B, BE 4
- Precinct 3: CD 3, HD 7, CC A & B, BE 4
- Precinct 4: CD 5, HD 1A, CC A & B
- Precinct 5: CD 5, HD 1B, CC A & B
- Precinct 6: CD 5, HD 9, CC A & B

In addition to the six precincts, there is one early voting center where voters from any precinct may cast their ballot.

For the Primary Election, candidate names shall appear in alphabetic order, by last name, under each office title. For the General Election, candidate names shall appear in the order shown. Ballots must be arranged in compliance with Sections 9-206 - 9-215 of the Election Law article of the Annotated Code of Maryland.

House of Delegates District 1 is split into 2 sub-districts (1A, 1B). Sub-district 1A elects 1 representative, sub-district 1B elects 2 representatives.

House of Delegates District 7 elects 3 representatives at-large. They are listed on the ballot in a single race (i.e. Vote for 3) but multiple voting for the same candidate is not allowed.

House of Delegates District 9 elects representatives by county of residence. Not more than 1 representative can be elected from any 1 county. 5 counties make up District 9 (Cecil, Kent, Queen Anne's, Caroline and Talbot). The county of residence for each candidate must be listed on the ballot.

There are 2 County Commissioners Districts (A and B). All voters in the county may vote for the 2 Commissioner Districts. Each County Commissioner District elects 1 representative.

Board of Education District 4 appears in only Precincts 2 and 3. While the 'vote for' in the primaries reflect a vote for 2, 4 candidates will move on to the general election because it is a non-partisan election.

Referendums may be held in a single precinct, any combination of precincts or in the county at-large.

The county holds both primary and general elections. The primary is a closed primary (i.e. a voter is only allowed to view the ballot for the primary in which they are voting.) Party affiliation is indicated on the ballot in the general election. Board of Education candidates are non-partisan and appear on Democratic, Republican and Non-Partisan primary ballots. Write-ins are allowed only in the general election, the number of write-ins permitted is equal to the 'Vote for' number.



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Maryland Oral Presentation**

**Districts and Precincts**

		<b>HD-1B</b>	<b>HD-7</b>	
<b>CD-3</b>	<b>HD-1A</b>	<b>BE-4</b>	<b>BE-4</b>	
	<b>CC A &amp; B</b>	<b>CC A &amp; B</b>	<b>CC A &amp; B</b>	
	<b>PRECINCT 1</b>	<b>PRECINCT 2</b>	<b>PRECINCT 3</b>	

<b>CD-5</b>	<b>HD-1A</b>	<b>HD-1B</b>	<b>HD-9</b>
	<b>CC A &amp; B</b>	<b>CC A &amp; B</b>	<b>CC A &amp; B</b>
	<b>PRECINCT 4</b>	<b>PRECINCT 5</b>	<b>PRECINCT 6</b>



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

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**Somewhere County, Maryland  
Maryland Oral Presentation**

**Elected Offices**

In the Maryland Oral Presentation election in Somewhere County, the following races and ballots questions are included.

- PRESIDENT OF THE UNITED STATES (Primary Election office title)
- PRESIDENT AND VICE PRESIDENT OF THE UNITED STATES (General Election office title)
- REPRESENTATIVE IN CONGRESS, DISTRICT 3
- REPRESENTATIVE IN CONGRESS, DISTRICT 5
- HOUSE OF DELEGATES, SUB-DISTRICT 1A
- HOUSE OF DELEGATES, SUB-DISTRICT 1B
- HOUSE OF DELEGATES, DISTRICT 7
- HOUSE OF DELEGATES, DISTRICT 9
- COUNTY COMMISSIONERS, DISTRICT A
- COUNTY COMMISSIONERS, DISTRICT B
- BOARD OF EDUCATION, DISTRICT 4
- BALLOT QUESTIONS 1, 2 AND 3 (General Election only)



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

**Somewhere County, Maryland  
Maryland Oral Presentation**

The following candidates and issues are included in the General Election for the Maryland Oral Presentation.

**PRESIDENT AND VICE PRESIDENT OF THE UNITED STATES - VOTE FOR ONE**

Kim A. Adams (Missouri) And Gregory Jackson (Mississippi)	DEMOCRATIC  DEMOCRATIC
Richard S. Black (Tennessee) And Robert Allen Vennik (Arkansas)	REPUBLICAN  REPUBLICAN
Tom Doolin, Jr. (Indiana) And Roger Meyers (West Virginia)	GREEN  GREEN
Samuel Adams (California) And Donna V. Vogel (South Carolina)	LIBERTARIAN  LIBERTARIAN
Christopher Jeffery (Indiana) And Harvey P. Petty (Florida)	CONSTITUTION  CONSTITUTION

**REPRESENTATIVE IN CONGRESS, DISTRICT 3 VOTE FOR ONE**

Ronald Hall	DEMOCRATIC
Ron Holley	REPUBLICAN
Paul Luther	LIBERTARIAN
Brenda Luke-Johansson	UNAFFILATED

**REPRESENTATIVE IN CONGRESS, DISTRICT 5 VOTE FOR ONE**

Ben McDonald	DEMOCRATIC
Carol M. Parton	REPUBLICAN
Iona Sheffy Peekman	GREEN
Joseph "Joe" Merck	LIBERTARIAN



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### HOUSE OF DELEGATES, DISTRICT 1A - VOTE FOR ONE

Anthony Donnelly	DEMOCRATIC
Steven Roberts	REPUBLICAN

### HOUSE OF DELEGATES, DISTRICT 1B - VOTE FOR TWO

Kevin O'Kelly	DEMOCRATIC
Kelly Mahoney	DEMOCRATIC
Richard DiSirena	REPUBLICAN
Samuel del Marco	REPUBLICAN

### HOUSE OF DELEGATES, DISTRICT 7 - VOTE FOR THREE

Mary-Dulaney Baldwin	DEMOCRATIC
MaryAnne Michelle Sophocleus	DEMOCRATIC
William Jonathan Valderama, Sr.	DEMOCRATIC
Donna Ebert	REPUBLICAN
Rick Ford	REPUBLICAN
Robert R. Sullivan	REPUBLICAN
Donald H. Brown	GREEN
Jody S. Clark	UNAFFILIATED

### HOUSE OF DELEGATES, DISTRICT 9 - VOTE FOR THREE - NOT MORE THAN ONE FROM ANY ONE COUNTY

Malcom MacDonald (Caroline County)	DEMOCRATIC
Robert A. McKee (Cecil County)	DEMOCRATIC
Kenneth Krantz (Kent County)	REPUBLICAN
Neil Drew (Queen Anne's County)	REPUBLICAN
Gary Armbruster (Talbot County)	DEMOCRATIC
Emily P. Munster (Talbot County)	REPUBLICAN

### COUNTY COMMISSIONERS, DISTRICT A - VOTE FOR ONE

Charles X. Maxey	DEMOCRATIC
Peter Wood	REPUBLICAN
Rushton Frush	UNAFFILIATED

### COUNTY COMMISSIONERS, DISTRICT B - VOTE FOR ONE

Leon G. Lowenstein	DEMOCRATIC
Milton C. Curtis	REPUBLICAN

### BOARD OF EDUCATION, DISTRICT 4 - VOTE FOR FOUR

George Bardfield	(Unopposed)
Todd Bell	(Unopposed)
Chris Townsend	(Unopposed)
Shirley Ashworth Vine	(Unopposed)



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

**BALLOT QUESTION NO. 1 - County Wide**

Question No. 1  
Constitutional Amendment  
Election and Terms of Office for the Board of County Commissioners

Excepts the Board of County Commissioners from the constitutional requirements that all State and county elections be held only in every fourth year on a particular date and that all State and county officers hold four-year terms, in order to allow staggered terms with elections held every second year.

For the Constitutional Amendment

Against the Constitutional Amendment

**BALLOT QUESTION NO 2 - County Wide**

Question No. 2  
Countywide Referendum  
Neighborhood Renewal Authority

Expressly authorizes the County to acquire and develop or dispose of property within certain described areas (Essex Middle River Waterfront areas, the Yorkway area in Dundalk, and the Liberty Road area) for declared public neighborhood renewal purposes by amending a public local law; designates specific properties eligible for acquisition by eminent domain following the adoption of an implementation plan; requires the County to pay the owner just compensation for property acquired by eminent domain and to offer financial assistance and payments to displaced property owners or tenants; authorizes the County to sell properties acquired by eminent domain only if investment in the property equals or exceeds the purchase price paid by the County; and terminates the granted eminent domain powers on July 1, 2012.

For the Referendum

Against the Referendum

**BALLOT QUESTION NO. 3 - Precincts 1 and 6 only**

Question No. 3  
Straw Poll  
Method of Selecting Board of Education Members

Do you favor changing the method of selection of the members of the County Board Of Education from District 1 from appointment by the Governor to election by the voters of District 1?

For the Straw Poll

Against the Straw Poll



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

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**Somewhere County, Maryland  
Maryland Oral Presentation  
Democratic Primary**

The following candidates and issues are included in the Democratic Primary Election for the Maryland Oral Presentation.

**PRESIDENT OF THE UNITED STATES - VOTE FOR ONE**

Colin Snead (District of Columbia)  
Jewel Sexton-MacDougal (Texas)  
Eugene William White, Jr. (Nevada)  
Kim A. Adams (Missouri)  
David Van Day, Jr. (Maryland)

**HOUSE OF REPRESENTATIVES, DISTRICT 3 -VOTE FOR ONE**

Robert Hunter  
Wyatt McShells  
Ronald Hall  
Donald Hall

**HOUSE OF REPRESENTATIVES, DISTRICT 5 -VOTE FOR ONE**

Lane Martin-Jackson  
Michael "Mick" Jagger  
Hodge Martin  
Ben McDonald

**HOUSE OF DELEGATES, SUB-DISTRICT 1A - VOTE FOR ONE**

Anthony Donnelly  
Sheila Oliver

**HOUSE OF DELEGATES, DISTRICT 1B - VOTE FOR TWO**

Kevin Kelly  
Kevin O'Kelly  
Kelly Mahoney

**HOUSE OF DELEGATES, DISTRICT 7 - VOTE FOR THREE**

William Johnathan Valderama, Sr.  
Sabrina Wentworth  
Mary-Dulany Baldwin  
MaryAnne Michelle Sophocleus



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

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**HOUSE OF DELEGATES, DISTRICT 9 - VOTE FOR THREE – NO MORE THAN ONE FROM ANY ONE COUNTY**

Robert A. McKee (Cecil County) (Unopposed)  
Malcolm MacDonald (Caroline County)  
Sarah Mack (Caroline County)  
Gary Armbruster (Talbot County) (Unopposed)

**COUNTY COMMISSIONERS, DISTRICT A - VOTE FOR ONE**

Charles X. Maxey  
Susie M. Cronos  
Michael M. Mason, Jr.  
James J. Mantas

**COUNTY COMMISSIONERS, DISTRICT B - VOTE FOR ONE**

Gail Smith-Lord  
Todd David Writtle  
Sharon Danbury  
Leon G. Lowenstein

**BOARD OF EDUCATION, DISTRICT 4 - VOTE FOR TWO**

George Bardfield  
Todd Bell  
Chris Townsend  
Shirley Ashworth Vine



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

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**Somewhere County, Maryland  
Maryland Oral Presentation  
Republican Primary**

The following candidates and issues are included in the Republican Primary Election for the Maryland Oral Presentation.

**PRESIDENT OF THE UNITED STATES - VOTE FOR ONE**

Franklin Bogers (Alaska)  
Donald S. Sanders (Pennsylvania)  
Kent Sager Blackwell (Texas)  
Richard S. Black (Tennessee)

**REPRESENTATIVE IN CONGRESS, DISTRICT 3 - VOTE FOR ONE**

Franklin P. Smith  
Joan Sims  
Jewel Samantha Sears  
Ron Holley

**REPRESENTATIVE IN CONGRESS, DISTRICT 5 -VOTE FOR ONE**

Dennis T. Foster  
Warren W. George  
Wayne Watson George  
Carol M. Parton

**HOUSE OF DELEGATES, DISTRICT 1A - VOTE FOR ONE**

Steven Roberts  
Stephen Robertson

**HOUSE OF DELEGATES, DISTRICT 1B - VOTE FOR TWO**

Richard DiSirena (Unopposed)  
Samuel del Marco (Unopposed)

**HOUSE OF DELEGATES, DISTRICT 7 - VOTE FOR THREE**

Rick Ford (Unopposed)  
Robert S. Sullivan (Unopposed)  
Donna Ebert (Unopposed)



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

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**HOUSE OF DELEGATES, DISTRICT 9 - VOTE FOR THREE – NOT MORE THAN ONE FROM ANY ONE COUNTY**

Neil Drew (Queen Anne's County)  
Peter Vaughan (Queen Anne's County)  
Sarah Jennings (Cecil County)  
David Eidson (Kent County)  
Kenneth Krantz (Kent County)  
Emily P. Munster (Talbot County)

**COUNTY COMMISSIONER, DISTRICT A - VOTE FOR ONE**

Peter Wood  
Timothy P. Agusta  
Sherri Proctor  
Bob Segar

**COUNTY COMMISSIONER, DISTRICT B - VOTE FOR ONE**

Ruthie Goldenstein  
Janie van Holster  
Madison T. Carter  
M. Milton Carter-Jackson

**BOARD OF EDUCATION, DISTRICT 4 - VOTE FOR TWO**

George Bardfield  
Todd Bell  
Chris Townsend  
Shirley Ashworth Vine



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

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**Somewhere County, Maryland  
Maryland Oral Presentation  
Non-Partisan Primary**

The following candidates and issues are included in the Non-partisan Primary Election for the Maryland Oral Presentation.

**BOARD OF EDUCATION, DISTRICT 4 - VOTE FOR TWO**

George Bardfield  
Todd Bell  
Chris Townsend  
Shirley Ashworth Vine



I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

DATE: \_\_\_\_\_ BY: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Typed or Printed Name of Authorized Representative and Affidavit)

**State of Maryland  
Comptroller of Maryland**

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**Vendor Electronic Funds Transfer (EFT) Registration Request Form**

Date of request \_\_\_\_\_

**Business identification information (Address to be used in case of default to check):**

Business/Individual name \_\_\_\_\_

Address line 1 \_\_\_\_\_

Address line 2 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code

**Taxpayer identification number:**

Federal Employer Identification Number:

(or) Social Security Number:

Business contact name, title, e-mail and phone number including area code. (And address if different from above):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Financial institution information:**

Name and address \_\_\_\_\_

\_\_\_\_\_

Contact name, phone number (include area code), \_\_\_\_\_

\_\_\_\_\_

ABA number

Account number

Account type  Checking  Money Market  Savings

**Format Desired:** \_\_\_\_\_ CCD+ \_\_\_\_\_ CTX\* \_\_\_\_\_ EDI\* (Check one.)

\*Note – There may be a charge to you by your bank with this format. You must contact your bank to receive this format.

**A VOIDED CHECK from the bank account must be attached or letter from the bank confirming the account number.**

**Transaction requested:**

- 1. \_\_\_ Initiate all disbursements via EFT to the above account.
- 2. \_\_\_ Discontinue disbursements via EFT, effective \_\_\_\_\_
- 3. \_\_\_ Change the bank account to above information – a copy of the approved Registration Form for the previous bank account must be attached.

I am authorized by \* \_\_\_\_\_ (hereinafter Company) to make the representations contained in this paragraph. Company authorizes the Comptroller and the Treasurer of Maryland to register it for electronic funds transfer (EFT) using the information contained in this registration form. Company agrees to receive all funds from the State of Maryland by electronic funds transfer according to the terms of the EFT program. Company agrees to return to the State of Maryland any EFT payment incorrectly disbursed by the State of Maryland to the Company’s account. Company agrees to hold harmless the State of Maryland and its agencies and departments for any delays or errors caused by inaccurate or outdated registration information or by the financial institution listed above.

\*Name of registering business entity

\_\_\_\_\_  
Signature of individual, company treasurer, controller, or chief financial officer and date

**Completed by GAD/STO**

Date Received \_\_\_\_\_

GAD registration information verified \_\_\_\_\_ Date to STO \_\_\_\_\_

STO registration information verified \_\_\_\_\_ Date to GAD \_\_\_\_\_

R\*STARS Vendor No. and Mail Code Assigned:

\_\_\_\_\_

\_\_\_\_\_  
State Treasurer’s Office approval date

\_\_\_\_\_  
General Accounting Division approval date

**To Requestor:**

Please retain a copy of this form for your records. Please allow approximately 30 days from the date of your request for the Comptroller’s and Treasurer’s Offices to process your request. Failure to maintain current information with this office could result in errors in payment processing. If you have any questions, please call the EFT registration desk at 410-260-7375.

**Please submit form to:** EFT Registration, General Accounting Division  
Room 205, P.O. Box 746  
Annapolis, Maryland 21404-0746

(or) Fax: 410-974-2309

Instructions: Electronic Funds Transfer instructions are located: <http://compnet.comp.state.md.us/gad>. Questions may be requested by email, [gad@comp.state.md.us](mailto:gad@comp.state.md.us). Or call 1-888-784-0144.

## LIVING WAGE REQUIREMENTS FOR SERVICE CONTRACTS

- A. This contract is subject to the Living Wage requirements under Title 18, State Finance and Procurement Article, Annotated Code of Maryland and the regulations proposed by the Commissioner of Labor and Industry. The Living Wage generally applies to a Contractor or Subcontractor who performs work on a State contract for services that is valued at \$100,000 or more. An employee is subject to the Living Wage if he/she is at least 18 years old or will turn 18 during the duration of the contract; works at least 13 consecutive weeks on the State Contract and spends at least one-half of the employee's time during any work week on the State Contract.
- B. The Living Wage Law does not apply to:
- (1) A Contractor who:
    - (A) has a State contract for services valued at less than \$100,000, or
    - (B) employs 10 or fewer employees and has a State contract for services valued at less than \$500,000.
  - (2) A Subcontractor who:
    - (A) performs work on a State contract for services valued at less than \$100,000,
    - (B) employs 10 or fewer employees and performs work on a State contract for services valued at less than \$500,000, or
    - (C) performs work for a Contractor not covered by the Living Wage Law as defined in B(1)(B) above, or B(3) or C below.
  - (3) Service contracts for the following:
    - (A) services with a Public Service Company;
    - (B) services with a nonprofit organization;
    - (C) services with an officer or other entity that is in the Executive Branch of the State government and is authorized by law to enter into a procurement ("Unit"); or
    - (D) services between a Unit and a County or Baltimore City.
- C. If the Unit responsible for the State contract for services determines that application of the Living Wage would conflict with any applicable Federal program, the Living Wage does not apply to the contract or program.
- D. A Contractor must not split or subdivide a State contract for services, pay an employee through a third party, or treat an employee as an independent Contractor or assign work to employees to avoid the imposition of any of the requirements of Title 18, State Finance and Procurement, Annotated Code of Maryland.
- E. Each Contractor/Subcontractor, subject to the Living Wage Law, shall post in a prominent and easily accessible place at the work site(s) of covered employees a notice of the Living Wage Rates, employee rights under the law, and the name, address, and telephone number of the Commissioner.
- F. The Commissioner of Labor and Industry shall adjust the wage rates by the annual average increase or decrease, if any, in the Consumer Price Index for all urban consumers for the Washington/Baltimore metropolitan area, or any successor index, for the previous calendar year, not later than 90 days after the start of each fiscal year. The Commissioner shall publish any adjustments to the wage rates on the Division of Labor and Industry's Website. An employer subject to the Living Wage Law must comply with the rate requirements during the initial term of the contract and

all subsequent renewal periods, including any increases in the wage rate, required by the Commissioner, automatically upon the effective date of the revised wage rate.

- G. A Contractor/Subcontractor who reduces the wages paid to an employee based on the employer's share of the health insurance premium, as provided in §18-103(c), State Finance and Procurement Article, Annotated Code of Maryland, shall not lower an employee's wage rate below the minimum wage as set in §3-413, Labor and Employment Article, Annotated Code of Maryland. A Contractor/Subcontractor who reduces the wages paid to an employee based on the employer's share of health insurance premium shall comply with any record reporting requirements established by the Commissioner of Labor and Industry.
- H. A Contractor/Subcontractor may reduce the wage rates paid under §18-103(a), State Finance and Procurement, Annotated Code of Maryland, by no more than 50 cents of the hourly cost of the employer's contribution to an employee's deferred compensation plan. A Contractor/Subcontractor who reduces the wages paid to an employee based on the employer's contribution to an employee's deferred compensation plan shall not lower the employee's wage rate below the minimum wage as set in §3-413, Labor and Employment Article, Annotated Code of Maryland.
- I. Under Title 18, State and Finance Procurement Article, Annotated Code of Maryland, if the Commissioner determines that the Contractor/Subcontractor violated a provision of this title or regulations of the Commissioner, the Contractor/Subcontractor shall pay restitution to each affected employee, and the State may assess liquidated damages of \$20 per day for each employee paid less than the Living Wage.
- J. Information pertaining to reporting obligations may be found by going to the DLLR Website <http://www.dllr.state.md.us/> and clicking on Living Wage.

<b>LIVING WAGE AFFIDAVIT OF AGREEMENT</b>
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## Maryland Living Wage Requirements-Service Contracts

Re: Solicitation No. SBE-2010-02

Offer/Bid submitted by (name of firm) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

The Undersigned, being an authorized representative of the above stated Bidder/Offeror, hereby affirms our commitment to comply with Title 18, State Finance and Procurement Article, Annotated Code of Maryland and to submit all payroll reports to the Commissioner of Labor and Industry with regard to the above stated contract.

The Bidder/Offeror agrees to pay employees who are subject to living wage at least the living wage rate in effect at the time service is provided for hours spent on State contract activities, and to ensure that its Subcontractors who are not exempt also pay the required living wage rate to their employees who are subject to the living wage for hours spent on a State contract for services. The Bidder/Offeror agrees to comply with, and ensure its Subcontractors comply with, the rate requirements during the initial term of the contract and all subsequent renewal periods, including any increases in the wage rate established by the Commissioner of Labor and Industry, automatically upon the effective date of the revised wage rate.

(If applicable) The Bidder/Offeror provides the following reasons why the affirmations above cannot be given and affirms that it is exempt from Maryland's Living Wage Law for the following reasons: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Representative\_\_\_\_\_  
Date\_\_\_\_\_  
Title\_\_\_\_\_  
Telephone #\_\_\_\_\_  
Witness Signature\_\_\_\_\_  
Witness Name (Typed or Printed)\_\_\_\_\_  
Date

## NON-DISCLOSURE AGREEMENT

This Non- Disclosure Agreement (the “Agreement”) is made this \_\_\_ day of \_\_\_\_\_ 2009, by and between \_\_\_\_\_ (hereinafter referred to as “the CONTRACTOR”) and the State of Maryland (hereinafter referred to as “the State”).

WHEREAS, the CONTRACTOR has been awarded a contract for a Statewide Optical Scan Voting System dated \_\_\_\_\_, 2009 (the “Contract”); and

WHEREAS, in order for the CONTRACTOR to perform its obligations under the Contract, it will be necessary for the State to provide the CONTRACTOR and the CONTRACTOR’s employees and agents (collectively the “CONTRACTOR’s PERSONNEL”) with access to certain confidential information including, but not limited, to Maryland State elections-related information.

NOW, THEREFORE, in consideration of being given access to the Confidential Information in connection with the Contract, and for other good and valuable consideration, CONTRACTOR agrees as follows:

1. Confidential Information means any and all information provided by or made available by the State to the CONTRACTOR in connection with the Contract, regardless of the form, format, or media on or in which the Confidential Information is provided and regardless of whether any such Confidential Information is marked as such. Confidential Information includes, by way of example only, information that the CONTRACTOR views, takes notes from, copies (if the State agrees in writing to permit copying), possesses or is otherwise provided access to and use of by the State in relation to the Contract.
2. CONTRACTOR shall not, without the State’s prior written consent, copy, disclose, publish, release, transfer, disseminate, use, or allow access for any purpose or in any form, any Confidential Information provided by the State except for the sole and exclusive purpose of performing under the Contract.
3. CONTRACTOR shall limit access to the Confidential Information to the CONTRACTOR’s PERSONNEL who have a demonstrable need to know such Confidential Information in order to perform under the Contract and who have agreed in writing to be bound by the disclosure and use limitations pertaining to the Confidential Information. Each employee or agent of the CONTRACTOR who receives or has access to the Confidential Information shall execute a copy of this Agreement and the CONTRACTOR shall provide originals of such executed Agreements to the State. Each employee or agent of the CONTRACTOR who signs this Agreement shall be subject to the same terms, conditions, requirements and liabilities set forth herein that are applicable to the CONTRACTOR. CONTRACTOR shall update Exhibit A by adding additional names as needed, from time to time.
4. CONTRACTOR shall, at its own expense, return the Confidential Information to the State upon request of the State or within five business days of the Contract termination. If the Confidential Information was provided by e-mailed file, the CONTRACTOR shall send an e-mail to the Contract Manager certifying deletion of the e-mail and all copies of the file as well as the destruction of any paper copies or electronic media copies within the five business days referenced above.

5. CONTRACTOR hereby agrees to hold the Confidential Information in trust and in strictest confidence, to adopt or establish operating procedures and physical security measures, and to take all other measures necessary to protect the Confidential Information from inadvertent release or disclosure to unauthorized third parties and to prevent all or any portion of the Confidential Information from falling into the public domain or into the possession of persons not bound to maintain the confidentiality of the Confidential Information.
6. CONTRACTOR shall promptly advise the State in writing if it learns of any unauthorized use, misappropriation, or disclosure of the Confidential Information by any of the CONTRACTOR's PERSONNEL or the CONTRACTOR's former PERSONNEL. CONTRACTOR shall, at its own expense, cooperate with the State in seeking injunctive or other equitable relief against any such person(s).
7. CONTRACTOR acknowledges that the disclosure of the Confidential Information may cause irreparable harm to the State, that monetary damages may be inadequate to compensate the State for such breach, and agrees that the State may obtain an injunction to prevent the disclosure, copying, or other impermissible use of the Confidential Information. The State's rights and remedies hereunder are cumulative and the State expressly reserves any and all rights, remedies, claims and actions that it may have now or in the future to protect the Confidential Information and/or to seek damages for the failure by the CONTRACTOR or the CONTRACTOR's PERSONNEL to comply with the requirements of this Agreement. The CONTRACTOR consents to personal jurisdiction in the Maryland State Courts.
8. In the event the State suffers any losses, damages, liabilities, expenses, or costs (including, by way of example only, attorneys' fees and disbursements) that are attributable, in whole or in part to any failure by the CONTRACTOR or any of CONTRACTOR's PERSONNEL to comply with the requirements of this Agreement, CONTRACTOR and such CONTRACTOR'S PERSONNEL shall hold harmless and indemnify the State from and against any such losses, damages, liabilities, expenses, and/or costs.
9. A breach of this Agreement by the CONTRACTOR or by any of the CONTRACTOR's PERSONNEL shall constitute a breach of the Contract between the CONTRACTOR and the State.
10. CONTRACTOR acknowledges that pursuant to Section 11-205.1 of the State Finance and Procurement Article of the Annotated Code of Maryland, a person may not willfully make a false or fraudulent statement or representation of a material fact in connection with a procurement contract. Persons making such statements are guilty of a felony and on conviction subject to a fine of not more than \$20,000 and/or imprisonment not exceeding 5 years or both. CONTRACTOR further acknowledges that this Agreement is a statement made in connection with a procurement contract.
11. The individual signing below warrants and represents that they are fully authorized to bind the CONTRACTOR to the terms and conditions specified in this Agreement. If signed below by an individual employee or agent of the CONTRACTOR under Section 2 of this Agreement, such individual acknowledges that a failure to comply with the requirements specified in this Agreement may result in personal liability.
12. The parties further agree that:
  - a. This Agreement shall be governed by the laws of the State of Maryland;
  - b. The State makes no representations or warranties as to the accuracy or completeness of any Confidential Information;

- c. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement;
- d. Signatures exchanged by facsimile are effective for all purposes hereunder to the same extent as original signatures; and
- e. The Recitals are not merely prefatory but are an integral part hereof.

CONTRACTOR: \_\_\_\_\_ BY: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**CONTRACTOR'S EMPLOYEES AND AGENTS WHO WILL BE GIVEN ACCESS TO  
THE CONFIDENTIAL INFORMATION**

**PRINTED NAME OF EMPLOYEE:** \_\_\_\_\_

**ADDRESS OF EMPLOYEE:** \_\_\_\_\_

**EMPLOYEE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINTED NAME OF EMPLOYEE:** \_\_\_\_\_

**ADDRESS OF EMPLOYEE:** \_\_\_\_\_

**EMPLOYEE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINTED NAME OF EMPLOYEE:** \_\_\_\_\_

**ADDRESS OF EMPLOYEE:** \_\_\_\_\_

**EMPLOYEE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINTED NAME OF EMPLOYEE:** \_\_\_\_\_

**ADDRESS OF EMPLOYEE:** \_\_\_\_\_

**EMPLOYEE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## MERCURY AFFIDAVIT

### AUTHORIZED REPRESENTATIVE THEREBY AFFIRM THAT:

I am the \_\_\_\_\_ (Title) and the duly authorized representative of \_\_\_\_\_ (Business). I possess the legal authority to make this affidavit on behalf of myself and the business for which I am acting.

### MERCURY CONTENT INFORMATION:

The product(s) offered do not contain mercury.

OR

The product(s) offered do contain mercury.

(1) Describe the product or product component that contains mercury.

(2) Provide the amount of mercury that is contained in the product or product component. Indicate the unit of measure being used.

**I ACKNOWLEDGE THAT** this affidavit is to be furnished to the procurement officer and may be distributed to units of (1) the State of Maryland; (2) counties or other subdivisions of the State of Maryland; (3) other states; and (4) the federal government. I further acknowledge that this Affidavit is subject to applicable laws of the United States and the State of Maryland, both criminal and civil, and that nothing in this affidavit or any contract resulting from the submission of this bid or proposal shall be construed to supersede, amend, modify, or waive, on behalf of the State of Maryland, or any unit of the State of Maryland having jurisdiction, the exercise of any statutory right or remedy conferred by the Constitution and the laws of Maryland with respect to any misrepresentation made or any violation of the obligations, terms and covenants undertaken by the above business with respect to (1) this affidavit, (2) the contract, and (3) other affidavits comprising part of the contract.

**I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.**

\_\_\_\_\_ By \_\_\_\_\_  
Date Signature

Print Name: \_\_\_\_\_  
Authorized Representative and Affiant

**BID BOND**

BOND NO. \_\_\_\_\_

BID REQUEST NO. **SBE-2010-02**

KNOW ALL MEN BY THESE PRESENTS, That we, \_\_\_\_\_ hereinafter called the Principal, as Principal, and of \_\_\_\_\_ a Corporation duly organized and existing under the laws of the State of \_\_\_\_\_ and authorized to do business in the State of Maryland, hereinafter called the Surety, as Surety, are held and firmly bound unto, the State of Maryland, hereinafter called the Obligee, in the sum of Two Hundred and Fifty Thousand Dollars (\$250,000.00), good and lawful money of the United States of America, to be paid upon demand of the Obligee, for payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH THAT,

Whereas, the Principal has submitted to the Obligee a Bid for furnishing all labor, materials, equipment and incidentals thereto necessary for work generally described as

\_\_\_\_\_

This Bid Bond shall be governed by and construed in accordance with the laws of the State of Maryland and any reference herein to Principal or Surety in the singular shall include all entities in the plural who or which are signatories under the Principal or Surety heading below.

NOW, THEREFORE, If the Obligee shall accept the Bid of the Principal and the Principal shall enter into a written agreement with the Obligee in accordance with the terms, conditions and price(s) set forth therein, and furnish such insurance and give such bond or bonds as may be specified in the Bidding or Contract Documents with good and sufficient surety for the faithful performance of such Agreement and for the prompt payment of labor and materials furnished in the prosecution thereof, then this obligation shall become null and void; otherwise, it shall remain in full force and effect; and the Surety shall, upon failure of the Principal to comply with any or all of the foregoing requirements immediately pay to the Obligee, upon demand, the amount hereof in good and lawful money of the United States of America, not as a penalty, but as liquidated damages.

IN TESTIMONY WHEREOF, the Principal and Surety have caused these presents to be duly signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Principal

By \_\_\_\_\_ (Seal)

Official Title

Surety

By \_\_\_\_\_  
Attorney-in-Fact

By \_\_\_\_\_  
Maryland Agent

(Accompany this bond with Attorney-in-Fact's authority from Surety Company certified to include the date of the bond)

**PERFORMANCE BOND**

Principal	Business Address of Principal
<hr/>	
Surety  a corporation of the State of ..... and authorized to do business in the State of Maryland	Obligee  STATE OF MARYLAND By and through the following Administration.....
<hr/>	
Penal Sum of Bond (express in words and figures)	Date of Contract
 .....	 .....20.....
Description of Contract	
 .....	
Date Bond Executed	 .....20.....
Contract Number:	

KNOW ALL MEN BY THESE PRESENTS, That we, the Principal named above and Surety named above, are held and firmly bound unto the Obligee named above in the Penal Sum of this Performance Bond stated above, for the payment of which Penal Sum we bind ourselves, our heirs, executors, administrators, personal representatives, successors, and assigns, jointly and severally, firmly by these presents. However, where Surety is composed of corporations acting as co-sureties, we, the co-sureties, bind ourselves, our successors and assigns, in such Penal Sum jointly and severally as well as severally only for the purpose of allowing a joint action or actions against any or all of us, and for all other purposes each co-surety binds itself, jointly and severally with the Principal, for the payment of such sum as appears above its name below, but if no limit of liability is indicated, the limit of such liability shall be the full amount of the Penal Sum.

WHEREAS, Principal has entered into or will enter into a contract with the State of Maryland, by and through the Administration named above acting for the State of Maryland, which contract is described and dated as shown above, and incorporated herein by reference. The contract and all items incorporated into the contract, together with any and all changes, extensions of time, alterations, modifications, or additions to the contract or to the work to be performed thereunder or to the Plans, Specifications, and Special Provisions, or any of them or to any other items incorporated into the contract shall hereinafter be referred to as "the Contract."

WHEREAS, it is one of the conditions precedent to the final award of the Contract that these presents be executed.

NOW, THEREFORE, during the original term of said Contract, during any extension thereto that may be granted by the Administration, and during the guarantee and warranty period, if any, required under the Contract; unless otherwise stated therein, this Performance Bond shall remain in full force and effect unless and until the following terms and conditions are met:

1. Principal shall well and truly perform the Contract; and
2. Principal and Surety shall comply with the terms and conditions contained in this Performance Bond.

Whenever Principal shall be declared by the Administration to be in default under the Contract, the Surety may, within 15 days after notice of default from the Administration, notify the Administration of its election to either promptly proceed to remedy the default or promptly proceed to complete the contract in accordance with and subject to its terms and conditions. In the event the Surety does not elect to exercise either of the above stated options, then the Administration thereupon shall have the remaining contract work completed, Surety to remain liable hereunder for all expenses of completion up to but not exceeding the penal sum stated above.

The Surety hereby stipulates and agrees that no charge, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder or the Specifications accompanying the same shall in any way affect its obligations on this Performance Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the work or to the Specifications.

This Performance Bond shall be governed by and construed in accordance with the laws of the State of Maryland and any reference herein to Principal or Surety in the singular shall include all entities in the plural who or which are signatories under the Principal or Surety heading below.

IN WITNESS WHEREOF, Principal and Surety have set their hands and seals to this Performance Bond. If any individual is a signatory under the Principal heading below, then each such individual has signed below on his or her own behalf, has set forth below the name of the firm, if any, in whose name he or she is doing business, and has set forth below his or her title as a sole proprietor. If any

partnership or joint venture is a signatory under the Principal heading below, then all members of each such partnership or joint venture have signed below, each member has set forth below the name of the partnership or joint venture, and each member has set forth below his or her title as a general partner, limited partner, or member of joint venture, whichever is applicable. If any corporation is a signatory under the Principal or Surety heading below, then each such corporation has caused the following: the corporation's name to be set forth below, a duly authorized representative of the corporation to affix below the corporation's seal and to attach hereto a notarized corporate resolution or power of attorney authorizing such action, and each such duly authorized representative to sign below and to set forth below his or her title as a representative of the corporation. If any individual acts as a witness to any signature below, then each such individual has signed below and has set forth below his or her title as a witness. All of the above has been done as of the Date of Bond shown above.

In Presence of: Individual Principal  
Witness.....as to .....(SEAL)

In Presence of: Co-Partnership Principal  
.....(SEAL)  
(Name of Co-Partnership)  
.....as to By:.....(SEAL)  
.....as to .....(SEAL)  
.....as to .....(SEAL)

Corporate Principal  
.....  
.. (Name of Corporation)  
Attest: AFFIX  
.....as to  
By:.....CORPORATE  
Corporate Secretary President SEAL  
.....  
(Surety)

Attest: .....(SEAL) AFFIX  
By:.....CORPORATE  
Signature Title: ..... SEAL

Bonding Agent's Name:.....  
Agent's Address.....  
(Business Address of Surety)

Approved as to legal form and sufficiency  
this ..... day of ..... 20.....  
.....  
Asst. Attorney General

## PERFORMANCE GUARANTEES

Crucial to the State's success in administering elections is the performance of its voting system vendor to perform services as required under this solicitation in a timely, accurate, and efficient manner. As such, the following areas will be evaluated on a 6-month basis. A scorecard methodology will be used to perform the evaluation. The resulting score will be used to make any adjustments required to the retainage amount withheld from the Contractor for failures in service. The design and scoring of the evaluation areas as well as the scale for withholding of retainage funds will be mutually agreed upon between SBE and the contractor within 30 days of the notice to proceed. The following are known areas of services and deliveries that will be evaluated and scored as part of the performance management section of this contact. These areas may be modified or removed as well as additional areas added to the 6-month evaluation as agreed upon by SBE and the Contractor.

1. Quality of Documents
  - 1.1. Documents meet SBE Style Guide specifications
    - 1.1.1. The Contractor will be provided current versions as they become available of the SBE style guide that outlines the accepted vernacular approved by SBE.
    - 1.1.2. Style guide will include accepted abbreviations and acronyms as approved by SBE
    - 1.1.3. Style guide will include accepted format for SBE documentation
    - 1.1.4. All documentation submitted by the vendor shall follow the specification set forth in the SBE Style Guide unless tailoring is approved by SBE
  - 1.2. Language, grammar, and spelling
    - 1.2.1. All documentation submitted by the vendor shall minimal to no language, grammar, and spelling errors
  - 1.3. Accuracy
    - 1.3.1. All documentation submitted by the vendor shall have accurate and complete in its content
2. Scheduled Deliverables
  - 2.1. Status Report
    - 2.1.1. Status reports shall be submitted by Monday 11:00am local time for each of the key personnel identified in section 3.10.4 of the solicitation
    - 2.1.2. Status reports shall be a complete accounting of time and duties performed by personnel during the given time period
    - 2.1.3. Exact format of the status reports will be mutual agreed upon between the SBE Project Manager and the Contractor after the notice to proceed is issued
  - 2.2. Invoices
    - 2.2.1. Invoices shall be submitted on a monthly basis and shall include line items for all regular scheduled activities
    - 2.2.2. Invoices shall be submitted within 30 days of service rendered for all non-scheduled services, or additional equipment and supplies purchased
    - 2.2.3. Invoices shall be itemized to correspond with line items of the pricing proposal submitted in response to this solicitations
  - 2.3. Dashboards
    - 2.3.1. The contractor shall completed dashboards for election activities, repairs, and other areas as identified by the SBE Project Manager
    - 2.3.2. Dashboards shall be submitted by Monday 11:00am local time on a weekly basis

- 2.3.3. Exact format and content of the dashboards will be mutual agreed upon between the SBE Project Manager and the Contractor after the notice to proceed is issued
3. Voting System Equipment Repairs, Modifications, and Upgrades
  - 3.1. 30 Day repair timeframe
    - 3.1.1. All repairs for voting equipment must be completed within 30 days
    - 3.1.2. The 30 day repair period begins on the day the malfunctioning equipment is shipped and ends the day the equipment is returned to state custody
    - 3.1.3. A one (1) point deduction will occur for each day each unit is being repaired over 30 days.
  - 3.2. Modifications and Upgrades
    - 3.2.1. All modifications required to maintain equipment
4. Project Management
  - 4.1. Attendance at weekly status meetings with minimal cancellations due to scheduling conflicts
  - 4.2. SBE Project Manager Satisfaction Survey
    - 4.2.1. Survey regarding performance of the Contractor Project Management Office completed by the SBE Project Manager. Surveys will be created jointly between SBE and the Contractor.
  - 4.3. Adherence to the Project Schedule submitted as part of the Project Plan. All deviations from the project schedule will require pre-approval from the SBE Project Manager. Failure to obtain pre-approval will result in a reduction in scorecard total

Scorecard Example

Performance Evaluation Scorecard

AREAS OF EVALUATION							SCORE	
<b>QUALITY OF DOCUMENTATION</b>								
	Meets SBE Style Guide specifications	0 - Did not follow guide	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
	Grammar	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
	Spelling	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
	Accuracy of information	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
	Delivery Time	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time		
<b>SCHEDULED DELIVERABLES</b>								
Status Report	Delivered on time	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time		
	Individual status report received for all key personnel	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time		
	Complete	0 - Incomplete	1 - Missing significant information	2 - Missing details and information	3 - Missing minor details	4 - Complete		
	Information accurate	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
	All time accounted for	0 - No				4 - Yes		
	Invoices	Monthly invoice delivered on time	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time	
		Special Service invoice delivered on time	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time	
		Complete	0 - Incomplete	1 - Missing significant information	2 - Missing details and information	3 - Missing minor details	4 - Complete	
		Invoices are itemized to match cost proposal	0 - No				4 - Yes	
		Information accurate	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors	
	Dashboards	Delivered on time	0 - Delivered 2+ days late	1 - Delivered Next Day	2 - Delivered Sam Day	3 - Within 1 hr of time	4 - On Time	
		Complete	0 - Incomplete	1 - Missing significant information	2 - Missing details and information	3 - Missing minor details	4 - Complete	
		Information accurate	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors	
	<b>TRAINING</b>							
		Quality Survey score (Average Score)						
	LBE Satisfaction Survey score (Average Score)							
	training Content Evaluation	0 - Major Errors	1 - Substantial Errors	2 - Some Errors	3 - Minor errors	4 - No Errors		
<b>VOTER OUTREACH</b>								
	Voter Satisfaction Survey Score (Average Score)							
	Host Satisfaction Survey Score (Average Score)							
	Audit Report Score (Actual Score)							
<b>EQUIPMENT REPAIRS</b>								
	No. of Units in repair over 30 days							
	Total number of days							
	Total Repair Deductions							
	Upgrades are completed within 30 days of upgrade availability	0 - No				4 - Yes		
<b>Project Mangement</b>								
	Attendance at Weekly Status Meeting	0 - Never Attend	1 - Multiple Cancelations w/o cause	2 - Multiple Cancelations w/ cause	3 - Minimal Cancelations w/ cause	4 - No Cancelations		
	SBE Project manager Survey (Average Score)							
	Attendance at Weekly Status Meeting	0 - Major Variance w/ no Approval	1 - Major Variance w/ Some Approval	2 - Major Variance w/ Approval	3 - Minor Variance w/ Approval	0 - No Variance		
							<b>TOTAL</b>	
							<b>Total Assessment Score</b>	<b>0%</b>

## Election Law Article

### § 9-205. Content.

Each ballot shall contain:

- (1) a heading as provided in § 9-206(a) of this subtitle;
- (2) a statement of each question that has met all of the qualifications to appear on the ballot;
- (3) the title of each office to be voted on;
- (4) the name, as specified in the certificate of candidacy, or as otherwise provided in Title 5 of this article, of each candidate who has been certified by the State Board;
- (5) a party designation for certain candidates as provided in this subtitle;
- (6) a means by which a voter may cast write-in votes, as provided in this subtitle; and
- (7) instructions to voters as provided in this subtitle.

[An. Code 1957, art. 33, § 9-205; 2002, ch. 291, §§ 2, 4.]

### § 9-206. Arrangement - Format.

- (a) **Heading.**- Except as provided in paragraph (2) of this subsection, a heading shall be printed at the top of the ballot and shall contain, in the following order:
  - (1) the words "Official Ballot";
  - (2) the type of election, i.e., regular or special, primary or general, and any other information required to identify the election being held;
  - (3) the date of the election;
  - (4) the words "State of Maryland" and the name of the county;
  - (5) in a primary election, the name of the political party or the words "nonpartisan ballot", as applicable, for which the ballot or a portion of the ballot is to be used; and
  - (6) if more than one ballot style will be used in the county in the election, the ballot style indicator.
- (b) **Exception.**- The provisions of subsection (a) of this section do not apply to a voting machine ballot if the State Board determines there is insufficient space.

[An. Code 1957, art. 33, § 9-206; 2002, ch. 291, §§ 2, 4.]

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 01 Definitions; General Provisions**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Definitions.**

A. In this subtitle, the following terms have the meanings indicated.

B. Terms Defined.

(1) "Federal Standards" means the Federal Voting Systems Standards established by the Federal Election Commission.

(2) "Independent test agency (ITA)" means a testing facility certified by the Voting System Board of the National Association of State Election Directors to do qualification testing.

(3) "Qualification testing" means testing to determine a system's compliance with the Federal Voting Systems Standards.

(4) Voting System.

(a) "Voting system" means all or any component of any system for casting and tabulating ballots or votes.

(b) "Voting system" includes any model or version of:

(i) A voting system;

(ii) A voting machine, voting device, tabulating equipment, vote-counting program, or other equipment, hardware, firmware, or software used by or with a voting system;

(iii) Election management software or hardware used by or with a voting system; and

(iv) Any other component of a voting system.

**.02 Scope.**

This subtitle applies to all voting systems, whether developed by a third party or developed in-house by a local board.

**.03 Overview of Required Process.**

A local board may not use a voting system, in whole or part, unless:

A. The State Board is satisfied that the local board:

(1) Has or will acquire the necessary expertise in computer technology to use this particular voting system in performing the functions required by Election Law Article, Annotated Code of Maryland, and this subtitle; and

(2) Will not need to rely primarily on vendors to perform those functions;

B. That model or version of the voting system, including all parts and components, has successfully completed:

(1) Qualification testing by an independent test agency, as required by Election Law Article, §9-102(c)(2), Annotated Code of Maryland;

(2) Certification evaluation and testing by the State Board, as specified in COMAR 33.09.03 and 33.09.04; and

(3) Acceptance testing by the local board, as specified in COMAR 33.09.05;

C. The State Board has adopted regulations for the use of that model or version, as specified in COMAR 33.09.04;

D. The local board has adopted an implementation plan approved by the State Board, as specified in COMAR 33.09.06; and

E. All other requirements of Election Law Article, Annotated Code of Maryland, and this subtitle have been met.

**.04 Standards and Considerations.**

A. Standards: The State Board may not certify a voting system unless it meets the standards imposed by Election Law Article, §9-102(c), Annotated Code of Maryland.

B. Factors To Be Considered. In determining whether a voting system meets the required standards, the State Board shall consider the factors set forth in Election Law Article, §9-102(d), Annotated Code of Maryland.

**.05 Specialists; Evaluation Agent.**

## A. Employment of Specialists.

(1) The State Administrator may contract with one or more specialists to assist the State Board in evaluating a voting system for which certification is sought under this subtitle.

(2) The specialists may include:

- (a) An election director;
- (b) A lawyer;
- (c) An accountant;
- (d) A specialist in mechanical or electromechanical systems; and
- (e) A specialist in automatic data processing resources.

(3) The compensation and expenses of all specialists employed to evaluate a voting system shall be paid by the person applying for that system's certification.

## B. Evaluation Agent.

(1) On receipt of an application for certification of a voting system, the State Administrator shall designate an evaluation agent to coordinate the evaluation process.

(2) The individual so designated shall be:

- (a) One of the specialists employed under §A of this regulation;
- or
- (b) A member of the State Administrator's staff.

**.06 Conflicts of Interest.**

A member of the State Board, specialist employed by the Board, evaluation agent, or any other public officer or employee who participates in the examination, certification, or purchase of any voting system may not have any financial interest in any vendor or manufacturer of the system or in any of their suppliers.

**.07 Emergency Waiver of Regulations.**

## A. Scope. This regulation applies if:

(1) An emergency arises, such as the destruction of a voting system by fire, flood, or otherwise; and

(2) Insufficient time remains before the next election to certify a substitute system in full compliance with this subtitle.

B. Temporary Waiver Authorized. On application of the local board, the State Board may waive one or more of the requirements of this subtitle as required to facilitate the local board's use of a substitute voting system for the ensuing election, subject to such special procedures or requirements the State Board sets to assure that the substitute system will be reliable and accurate.

C. Limitations.

(1) A waiver granted under this regulation may not:

(a) Waive any requirement expressly set by statute; or

(b) Apply to the use of a substitute system beyond the general election that immediately follows the emergency.

(2) A substitute system used under this regulation may not again be used by the local board unless that system has been fully certified in accordance with all procedures and requirements of this subtitle.

### **Administrative History**

Effective date:

Regulations .01—.07 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R.636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 02 Minimum System Requirements**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 In General.**

The requirements of this chapter represent a minimum level of the system capabilities needed to assure reliable and accurate elections.

**.02 Voting Options.**

A. In General. The voting system shall permit each voter to vote in any election:

- (1) For all individuals and offices for which the voter is entitled to vote;
- (2) For as many individuals for an office as the voter is entitled to vote for; and
- (3) For or against any question on which the voter is entitled to vote.

B. Presidential and Gubernatorial Candidates. The voting system shall permit a voter in a:

- (1) Presidential general election, to vote by one operation for electors for a pair of candidates for president and vice-president of the United States; and
- (2) Gubernatorial election, to vote by one operation for a pair of candidates for governor and lieutenant-governor of Maryland.

C. Write-In Option (General Elections). The voting system shall:

- (1) Provide a method for write-in voting in general elections; and
- (2) Report the number of votes cast in each contest in write-in voting positions.

D. Adjustment for Primaries. In a primary election, the voting system shall be capable of adjustment so that a voter is:

- (1) Able to vote for candidates seeking nomination by:
  - (a) The party with which the voter is affiliated, or

(b) A party that otherwise authorizes that voter's participation; and

(2) Precluded from voting for candidates seeking nomination by any other party.

**.03 Secrecy.**

The voting system shall ensure voting in secrecy.

**.04 Counters.**

Each voting machine shall be equipped with a:

A. Public counter that, during any period of voting, will show the total number of voters who have operated the machine during that period of voting; and

B. Protective counter that will show the total number of voters who have operated the machine since it was first put in service.

**.05 Registering and Recording Votes.**

A. In General. The voting system shall correctly register and record votes that have been properly voted.

B. Over-Voting or Improper Voting. The voting system may not count the votes in a contest that has been over-voted or otherwise improperly voted.

C. Misplaced Votes. In vote counting, the voting system shall ignore any mark that is not in a voting position:

- (1) For a candidate whose name is on the ballot;
- (2) Designated for write-in voting; or
- (3) For a question printed on the ballot.

**.06 Ballot Totaling and Reporting.**

A. What To Be Reported. The voting system shall total and report:

- (1) The number of ballots voted in an election;
- (2) The number of votes cast for a candidate;
- (3) The number of votes cast for or against a question;
- (4) The number of undervotes in a contest; and
- (5) In a primary election:
  - (a) The number of ballots voted in each party's primary, and
  - (b) The number of ballots voted in any nonpartisan ballot election.

B. How To Be Reported. For each of these items, the voting system shall report by:

- (1) Precinct; and
- (2) Groups of precincts (such as districts, wards, and county-wide).

**.07 Audit Trail Required.**

The voting system shall be capable of providing an audit trail of all ballots cast so that, in a recount, the election can be reconstructed, starting with the individual votes of all eligible voters.

**Administrative History**

Effective date:

Regulations .01—.07 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 03 State Board Certification—Preliminary Submis-  
sions**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Prerequisites to Application.**

The State Board's evaluation and certification procedures are limited to voting systems that:

- A. Are beyond the prototype stage and available for immediate installation and use; and
- B. Have successfully completed qualification testing, as required by Election Law Article, §9-102(c)(2), Annotated Code of Maryland.

**.02 Applications.**

A. In General. The vendor of a voting system may apply to the State Board for evaluation and certification of the system for use in the State.

B. Identification of System, etc.

(1) The application shall specify clearly the specific equipment, hardware, firmware, and software for which certification is sought.

(2) Each model or version of a voting system requires a separate application.

C. Overview of System. The application shall provide a brief overview description of the voting system. Marketing brochures may be used for this purpose.

D. Use in Other Jurisdictions. The application shall include a list of all jurisdictions where:

(1) The exact system for which certification is being sought or a model or version of the system is in use, together with:

(a) The price that was charged to the jurisdiction for the system, and

(b) A breakdown of the per unit price and the price of any components;

(2) The exact system for which certification is being sought or a model or version of the system has been but is no longer in use; and

(3) A request has been made for approval of the exact system for which certification is being sought or a model or version of the system, together with a statement of whether the request was granted, was denied, was withdrawn, or is pending.

E. Qualification Certificate. The application shall be accompanied by a:

(1) Copy of the qualification certificate issued for the voting system; and

(2) Signed authorization directing the independent test agency that performed the qualification testing to:

(a) Submit the results of its testing directly to the evaluation agent; and

(b) Allow the evaluation agent or his or her designee full access to all test records and data.

F. Certification Testing Transfer. If the voting system has successfully completed certification testing by or for another state, the application shall be accompanied by a:

(1) Copy of the certification issued for the voting system; and

(2) Signed authorization directing the agency that performed the certification testing to:

(a) Submit the results of its testing directly to the evaluation agent, and

(b) Allow the evaluation agent or his or her designee full access to all test records and data.

G. Application Fee. The application shall be accompanied by a non-refundable application fee of \$5,000.

### **.03 Acknowledgment; Scheduling Start.**

On receipt of an application for certification, the State Administrator shall promptly:

A. Acknowledge the application; and

B. Notify the applicant and local boards of when the evaluation will begin.

### **.04 Notice and Package Submissions.**

A. Notice of Evaluation Agent. When the evaluation is ready to begin, the State Administrator shall notify the applicant of the name,

address, and telephone number of the evaluation agent assigned to the application.

B. Submissions to Agent. The applicant shall submit to the evaluation agent the:

(1) Technical data package required by Regulation .05 of this chapter; and

(2) Business information package required by Regulation .06 of this chapter.

C. Notice of Deficiency.

(1) The evaluation agent shall review the submissions and notify the applicant of any deficiency.

(2) The applicant shall correct all deficiencies before the certification process may proceed.

D. Disposition of Submissions.

(1) If the application is denied or withdrawn, the technical data and business information packages submitted under this chapter shall be returned to the applicant.

(2) If the application is approved and the voting system certified, the technical data and business information packages shall be retained by the State Board for as long as the voting system is marketed or used in this State.

#### **.05 Technical Data Package.**

A. Required Information—In General. The technical data package shall contain all documentation previously submitted for the qualification testing of the system, including each of the following:

(1) Hardware schematic diagrams;

(2) Hardware theory of operation;

(3) Customer maintenance documentation;

(4) Operations manual;

(5) Software source code (both in the form of a listing and in a machine-readable form on media acceptable to the evaluation agent);

(6) Software system design;

(7) Customer documentation; and

(8) The report and test results of the independent test agency.

B. Required Information—License and Warranty. The package also shall include:

(1) A list of all third-party software required to install or operate the system;

(2) The terms of the license agreements for all software identified under §B(1) of this regulation; and

(3) Warranty terms for the entire system, including all third-party software.

C. Required Information—Local Board Needs. The package also shall include a proposed:

(1) Judges' manual, as required by COMAR 33.02.03; and

(2) Local implementation plan, as required by COMAR 33.09.06.

D. Identification of Submissions. Each item in the package shall be clearly identified.

#### **.06 Business Information Package.**

A. Scope. The information required by this regulation shall be provided separately for:

(1) The applicant's business; and

(2) If the applicant is not the manufacturer of the voting system, the manufacturer's business.

B. Required Information. The business information package shall include:

(1) History and description of the business, including:

(a) Year established,

(b) Products and services offered,

(c) Areas served,

(d) Branch offices,

(e) Subsidiaries,

(f) Parent companies, and

(g) Subsidiaries of parent companies;

(2) Management and staff organization, including:

(a) Number of full-time employees by category,

(b) Number of part-time employees by category, and

(c) Resumes of all key employees who would deal with local boards in connection with the voting system;

(3) The name and address of each:

(a) Officer of the business, and

(b) Person who is known to have a beneficial interest (as defined in State Finance and Procurement Article, §13-221, Annotated Code of Maryland) in the business or any parent company;

(4) Financial history of business, including:

(a) A financial statement for each of the past 3 fiscal years,

(b) Gross sales in voting products and voting services for the past 3 fiscal years, and

(c) The percentage those sales represent of all sales of the business and its subsidiaries;

(5) Location and manufacturing capability of each facility that is or will be used to fabricate and assemble all or any part of the voting system for which certification is being sought;

(6) Location and servicing capability, including any service limitations, of each facility that is or will be used to serve the voting system for which certification is being sought; and

(7) The legal and financial relationship among all vendors and manufacturers of the voting system and its various components.

C. Required Affidavit. The package also shall include the affidavits required by Regulation .07 of this chapter.

D. Identification of Submissions. Each item in the package shall be clearly identified.

#### **.07 Anti-Bribery and Anti-Debarment Affidavits.**

##### **A. Definitions.**

(1) In this regulation, the following terms have the meanings indicated.

(2) Terms Defined.

(a) "Controlling stockholder" means a stockholder who:

(i) Owns more than 25 percent of the voting stock of a corporation; or

(ii) Notwithstanding the number of shares that the stockholder owns, has the power to direct or control the direction of the management or policies of a corporation.

(b) "Convicted" includes an accepted plea of nolo contendere.

(c) "Principal" means:

(i) A sole proprietor;

(ii) A partner, officer, director, or controlling stockholder; or

(iii) An employee directly involved in the process of obtaining contracts with public bodies.

(d) "Public body" means:

(i) The United States;

(ii) Any state, territory, or possession of the United States;

or

(iii) Any political subdivision of a state, territory, or possession of the United States.

B. Scope. An affidavit shall be submitted under this regulation separately for:

(1) The applicant; and

(2) If the applicant is not the manufacturer of the voting system, the manufacturer.

C. Contents. The affidavit shall state whether, to the best of the vendor's/manufacture's knowledge, the vendor/manufacture or any principal in the vendor's/manufacture's business:

(1) Has been convicted under the laws of any public body of bribery, attempted bribery, or conspiracy to bribe;

(2) Has been convicted under the laws of any public body of:

(a) A criminal offense incident to obtaining, attempting to obtain, or performing a public or private contract, or

(b) Fraud, embezzlement, theft, forgery, falsification or destruction of records, or receiving stolen property;

(3) Has been convicted under the laws of any public body of a criminal violation of an antitrust statute;

(4) Has been convicted of a violation of the Racketeer Influenced and Corrupt Organization Act or of the Mail Fraud Act for acts in connection with the submission of bids or proposals for a public or private contract;

(5) Has been convicted of conspiracy to commit any act or omission that would constitute grounds for conviction under any of the laws or statutes described in §C(1)–(4) of this regulation;

(6) During the course of an official investigation or other proceeding, has admitted, in writing or under oath, an act or omission that would constitute bribery, attempted bribery, or conspiracy to bribe under the laws of any public body;

(7) Has been found civilly liable under an antitrust statute of any public body for acts or omissions in connection with the submission of bids or proposals for a public or private contract;

(8) Has ever been debarred or suspended from doing business with any public body or any agency, instrumentality, or unit of a public body; or

(9) Is a principal, successor, assignee, subsidiary, or affiliate of any other person who has:

(a) Been convicted under any of the laws or statutes described in §C(1)—(5) of this regulation,

(b) Made an admission described in §C(6) of this regulation,

(c) Been found civilly liable for an act or omission described in §C(7) of this regulation, or

(d) Been debarred or suspended as described in §C(8) of this regulation.

### **Administrative History**

**Effective date:**

Regulations .01—.07 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 04 State Board Certification—Evaluation and Deci-  
sion**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Agent's Evaluation Proposal.**

A. Agent to Prepare. The evaluation agent shall:

- (1) Conduct a preliminary analysis of the technical data and business information packages; and
- (2) Prepare and submit to the applicant an evaluation proposal.

B. Contents of Proposal. The proposal shall:

- (1) Identify any components of the voting system that will require supplemental qualification testing by an independent test agency;
- (2) Identify the components of the voting system that will require evaluation by the evaluation agent;
- (3) Describe the certification testing and other evaluation activities needed to complete the State's evaluation;
- (4) Estimate the time needed to complete the State's evaluation; and
- (5) Estimate the costs of the State's evaluation.

C. Certification Testing—In General.

(1) The proposed certification testing shall comprise, among any other elements the evaluation agent requires, mock-election tests for an actual State:

- (a) Primary election; and
- (b) General election.

(2) The mock election tests shall be designed to evaluate all operations and procedures.

D. Certification Testing—Reciprocity. If the voting system has successfully completed certification testing by or for another state, the

evaluation agent may accept the results of that test in place of all or any part of the certification testing required by this regulation.

**.02 Authorization to Proceed.**

A. Authorization Required. The State Board is aware of the need for vendors and manufacturers to control costs. Accordingly, evaluation of the system will not proceed until the applicant, having reviewed the evaluation proposal, notifies the State Board to proceed.

B. Notice by Applicant.

(1) The applicant shall review the evaluation proposal and notify the State Board of its intent to continue or terminate the evaluation process.

(2) The notice shall be in writing and sent to the State Administrator, with a copy to the evaluation agent.

C. Costs of Evaluation.

(1) If the applicant decides to proceed, the notice shall be accompanied by payment to the State Board of the estimated costs contained in the evaluation proposal.

(2) The State Board may deposit the funds in an appropriate treasury trust account.

(3) If the actual costs exceed the amount of the deposit, the applicant shall pay the balance owed to the State Board within 30 days of notice of the deficiency from the State Board.

(4) If the deposit exceeds the actual costs incurred, the State Board shall refund the excess to the applicant within 30 days after the evaluation process has been completed.

**.03 Evaluation.**

A. Supplemental Qualification Testing. The applicant is responsible for arranging with an independent test agency for any supplemental qualification testing identified in the evaluation proposal.

B. Certification Testing. After all supplemental qualification tests have been successfully completed, the evaluation agent shall proceed to:

(1) Conduct the certification testing and other evaluation activities described in the evaluation proposal; and

(2) Submit a report of the findings to the State Administrator.

**.04 Administrator's Recommendations.**

The State Administrator shall refer the evaluation agent's report to the State Board, together with the State Administrator's recommendations.

**.05 Board Decision.**

Based on the evaluation agent's report, the State Administrator's recommendations, and any other information in its possession, the State Board shall decide whether the proposed voting system will be certified for use in this State and so notify the vendor and the local boards.

**.06 System Regulations.**

A. Board to Adopt. As required by Election Law Article, §9-102(e), Annotated Code of Maryland, the State Board will adopt regulations governing the use of each voting system that it certifies.

B. Certification Effective Only When Adopted. The certification of a voting system is not effective until regulations for that system have been adopted.

C. Use Subject to Regulations. A local board may use a voting system only in accordance with all applicable regulations.

**Administrative History**

Effective date:

Regulations .01—.06 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 05 Local Boards—Acquisition and Acceptance**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Scope.**

This chapter applies to each contract for the purchase or lease by a local board or county of all or any part of a voting system.

**.02 Certification and Acceptance Contingency.**

Each contract shall provide that:

A. The sale or lease is contingent on successful completion of all acceptance testing; and

B. If the product fails acceptance testing, the local board or county may cancel the contract without penalty.

**.03 Governing Law.**

Each contract shall provide that Maryland law prevails in all matters.

**.04 Incorporation by Reference.**

Each contract shall provide that, except as expressly stated in the contract, all terms and conditions of the vendor's proposal, whether by letter, memo, or otherwise, are made a part of the contract.

**.05 Political Contribution Disclosure.**

Each contract shall require the vendor to comply with the disclosure requirements of Election Law Article, Title 14, Annotated Code of Maryland.

**.06 Source Code Protection.**

Each contract shall provide that, if the vendor discontinues its support of the system for any reason, the local board is authorized to use the archival system source codes and other software in any way that the local board considers necessary or appropriate to support the continued use of the system.

**.07—.10 Reserved.**

**.11 Copy of Contract to State.**

Within 30 days after a local board or county has entered into a contract for the purchase or lease of all or any part of a voting system, the local board shall send a complete copy of the contract (including all attachments and addenda, etc.) to the State Administrator.

**.12 Acceptance Testing.****A. Testing Required.**

(1) After a voting system has been delivered and installed, but before the contract is accepted, the local board shall test the system to confirm that the system, including all hardware, software, and other components:

(a) Is identical to the system certified by the State Board;

(b) Is fully functional and capable of satisfying the needs of the board; and

(c) Satisfies all requirements, terms, and conditions of the contract.

(2) If the system fails the test required by §A(1) of this regulation, the local board may not accept the contract.

**B. Assistance Authorized.** For this acceptance testing, the local board may enlist the assistance of State Board personnel or independent consultants.

**C. Testing Elements.** Acceptance testing shall demonstrate the system's ability to:

(1) Process simulated ballots for each precinct or polling place in the county;

(2) Accept valid votes in every ballot position enabled by the ballot format;

(3) Reject over-votes and votes in invalid ballot positions;

(4) Accumulate a quantity of votes in every ballot position equal to or greater than the expected maximum number of voters per device per system;

(5) Process a total number of ballots equal to or greater than the maximum number of voters expected to participate in an election;

(6) Generate a final election report and interim reports as required;

(7) Generate system status and error messages;

(8) Generate system audit records;

(9) Comply with all applicable statutes, regulations, and procedures; and

(10) Enable voters and operators to comply with all applicable statutes, regulations, and procedures.

### **Administrative History**

Effective date:

Regulations .01—.12 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 06 Local Boards—Implementation and Use**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Implementation Plan Required.**

Before a local board uses a voting system for the first time in an election, the local board shall develop and, subject to the approval of the State Board, adopt a local implementation plan for that system.

**.02 Elements of Plan.**

The implementation plan shall contain timetables and procedures for:

- A. System management;
- B. Training election directors and staff;
- C. Training election judges;
- D. Public education programs;
- E. Preventive maintenance;
- F. Storage requirements;
- G. Storage security;
- H. Parts and supplies;
- I. Election definition;
- J. Ballot definition;
- K. Deliveries to polls;
- L. Preelection testing;
- M. Election day troubleshooting;
- N. Opening polls;
- O. Voter assistance;
- P. Ballot box management;
- Q. Returning materials from polls;
- R. Precinct count;
- S. Aggregating precinct count;

- T. Central count;
- U. Ballot security;
- V. Ballot accounting;
- W. System verification; and
- X. System security.

### **.03 Approval of Plan.**

A. Prompt Review Required. The State Board shall review and approve or disapprove of the implementation plan within 30 days of its submission.

B. Considerations. The State Board may approve the plan only if it is satisfied that the:

(1) Plan adequately addresses all functions required by Article 33, Annotated Code of Maryland, and this subtitle; and

(2) Local board will not need to rely primarily on vendors to perform those functions.

C. Progress Reports. The State Administrator may require a local board to provide progress reports on the board's development and implementation of the plan.

### **.04 Public Education Program.**

A. Local Board to Develop and Conduct. The public education program required as part of the implementation plan shall be designed to ensure that the community understands the new system.

B. Minimum Component; Scope.

(1) The program shall include, but need not be limited to a:

(a) Preelection mailing to all households, with both written and graphic instructions on how to use the system; and

(b) Demonstration in each polling place of how to use the system to vote.

(2) The program shall also be directed at:

(a) Candidates;

(b) Campaign groups;

(c) Schools; and

(d) News media.

C. Reports to State Administrator. When requested by the State Administrator, the local board shall report in writing to the State Administrator on the:

- (1) Development of its public education program; and
- (2) Conduct of that program.

### **Administrative History**

**Effective date:**

Regulations .01—.05 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)  
Regulation .05 repealed effective January 16, 2006 (33:1 Md. R. 41)

**Title 33**  
**STATE BOARD OF ELECTIONS**

**Subtitle 09 VOTING SYSTEMS—CERTIFICATION AND  
GENERAL REQUIREMENTS**

**Chapter 07 Compliance and Decertification**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 9-102(a),  
Annotated Code of Maryland

**.01 Time Table.**

A. Termination for Delay. The State Board reserves the right to terminate the certification process if the applicant at any time fails to proceed in a timely manner. In particular, if 30 days expire between a request by the State Administrator or the evaluation agent for information and the applicant's response, the State Administrator may terminate the certification process and return the technical data package to the applicant.

B. Other Terminations. The certification process is also terminated if:

- (1) An applicant withdraws its application; or
- (2) The system fails the certification test.

C. Effect of Termination. When the certification process is terminated under this regulation, the:

- (1) Applicant's application fee is forfeited; and
- (2) Certification process may be reinitiated only by filing a new application under this subtitle.

**.02 Compliance Responsibility.**

A. Vendors.

(1) A vendor is responsible for ensuring that every voting system and every system component that it supplies for use in this State has been certified by the State Board.

(2) Before a vendor makes any attempt to market or otherwise distribute in this State any change to the hardware, firmware, or software of a certified voting system (including any improvement, upgrade, or patch), the vendor shall submit the proposed change to the State Board for certification or, as authorized in COMAR 33.09.06, for waiver of certification. Failure to comply with this requirement may result in the system's decertification.

**B. Local Boards.**

(1) A local board is responsible for ensuring every voting system and every system component that it uses has been certified by the State Board.

(2) Before a local board buys or otherwise accepts any change to the hardware, firmware, or software of a certified voting system (including any improvement, upgrade, or patch), the local board shall verify with the State Board that the proposed change has been certified or, as authorized in COMAR 33.09.06, that certification has been waived.

**.03 Validation of Certification.**

If any question arises involving the certification of a voting system or a system component being used in this State, the technical data package on file with the State Board and the results of the certification testing shall be used to verify whether the system or component in question is identical to the system or component that was submitted for certification.

**.04—.05 Reserved.****.06 Periodic Reviews.**

The State Administrator shall periodically review each voting system used in this State to assure the:

A. System's continued ability to perform all functions required by Election Law Article, Annotated Code of Maryland, and this subtitle; and

B. Local board's continued ability to use the system without relying primarily on vendors.

**.07 Required Decertification.**

A. Notice of Deficiency. If, at any time, the State Administrator determines that a voting system fails to meet one or more of the standards in Election Law Article, §9-102(c)(1)(i), (ii), or (iii), Annotated Code of Maryland, the State Administrator shall notify all local boards and all known vendors of that particular system that, unless the deficiency is promptly corrected, the system will be referred to the State Board to have its certification for future sale and use in Maryland rescinded.

B. Contents of Notice. The notice shall:

(1) Describe the deficiency; and

(2) Provide system vendors and local boards using the system a reasonable opportunity to respond and implement steps to correct the deficiency.

C. Referral, Notice, and Hearing.

(1) If the deficiency remains uncorrected, the State Administrator shall refer the matter to the State Board.

(2) On receipt of the referral, the State Board shall schedule a public hearing and provide notice to known interested parties.

(3) At the hearing, any interested party may submit testimony or documentation in support of or in opposition to the proposed decertification.

D. Board Decision. If the Board determines that the voting system fails to meet one or more of the standards in Election Law Article, §9-102(c)(1)(i), (ii), or (iii), Annotated Code of Maryland, the Board shall decertify the system from all future sale and all future use in this State.

**.08 Permissive Decertification.**

A. Notice of Deficiency. If, at any time, the State Administrator determines that a voting system no longer merits certification, the State Administrator may notify all local boards and all known vendors of that particular system that the system will be referred to the State Board to have its certification for future sale or use in Maryland rescinded.

B. Contents of Notice. The notice shall:

(1) Describe the reasons for the proposed decertification; and

(2) Provide system vendors and local boards using the system a reasonable opportunity to respond and explain why the system should not be decertified.

C. Referral, Notice, and Hearing.

(1) If, on consideration of any responses, the State Administrator continues to believe that the system should be decertified, the State Administrator may refer the matter to the State Board.

(2) On receipt of the referral, the State Board shall schedule a public hearing and provide notice to known interested parties.

(3) At the hearing, any interested party may submit testimony or documentation in support of or in opposition to the proposed decertification.

D. Board Decision. If the Board determines that the voting system no longer merits certification, the State Board may decertify the system from:

- (1) All future sale in this State; and
- (2) Except as specified in Election Law Article, §9-103(c), Annotated Code of Maryland, all future use in this State.

### **Administrative History**

Effective date:

Regulations .01—.03 and .06—.08 adopted as an emergency provision effective February 1, 2000 (27:6 Md. R. 636); adopted permanently effective April 17, 2000 (27:7 Md. R. 708)

## Rules of Security Behavior for Board of Elections' Officials and Employees

This form must be completed and filed with SBE within 30 days of hiring. Please read this document carefully. After reviewing the document, please sign and date. You must sign and date this form before another person. This person will serve as your witness and must sign on the appropriate line.

Name: \_\_\_\_\_ Address: \_\_\_\_\_

County: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

*For purposes of this document:*

1. "Election officials and employees" mean individuals who are:
  - a. A temporary or permanent employee, other than an election judge, of the State Board of Elections (SBE) or a local board of elections (LBE);
  - b. A member of the State or a local board of elections;
  - c. A State or county employee temporarily assigned to SBE or a LBE;
  - d. A vendor, other than a county attorney appointed under §2-205 of the Election Law Article, providing services to SBE or a LBE; or
  - e. A volunteer (other than a voting system demonstrator) who has access to elections information systems.
2. "Election day" includes all days during which early voting is conducted.

Election officials and employees shall:

1. Always wear an identification badge and carry a photo identification when required by the Election Director or State Administrator;
2. Not share password(s) or provide unauthorized access to an election information system;
3. Not allow access to information deemed sensitive, confidential, or trademark specific, including personal voter registration or candidacy information, to the extent protected by law; and
4. Consistent with the *Policy for Conducting Criminal History Background Investigations*, submit to all necessary Criminal History Background Investigations and receive authorization before having access to sensitive, confidential or trademark specific information, materials or equipment.

Election officials and employees conducting field-work (i.e. visiting polling places) on election day shall:

1. Immediately report the failure of a precinct to open or open on time to the LBE and the State Administrator; and
2. Immediately notify the LBE and the State Administrator of any suspicious activity in a polling place.

Election officials and employees with access to the Global Election Management System (GEMS) Server or the MDVOTERS system shall:

1. Only use GEMS for elections authorized by the State Administrator;
2. Only install software authorized by the State Administrator on the GEMS Servers;
3. Not move a GEMS Server without obtaining prior approval from the State Administrator;
4. Always secure the room(s) where the GEMS Servers are located;
5. Ensure that a GEMS Server's *Physical Security Log* is located near each GEMS Server and is signed by each person who has contact with the Server;
6. Ensure that the GEMS Server is not connected to a telecommunication source for transmitting election day results until after the polls are closed;
7. Immediately disconnect the GEMS Server from its telecommunication source immediately after results have been transmitted;
8. Not connect the GEMS Server to any network, without prior authorization by the State Administrator;
9. Only allow access to the GEMS Server room to individuals who are on the approved access list (unless physically escorted by an employee with access);
10. Not allow an unauthorized individual to use GEMS or MDVOTERS for any purpose; and
11. Not give out GEMS or MDVOTERS login details and/or passwords to anyone. Only the user shall have possession of the login details and password.

Election officials and employees given certain voting system components (including voting units, smart cards, and encoders) shall:

1. Secure the supervisor and central administrator passwords in a locked compartment, separate from the supervisor and central administrator cards;
2. Provide each new supervisor with new and individual passwords;
3. Change any and all combination, access or security locks upon the loss of any authorized employee;
4. Ensure the smart key cards (security key cards, central administrator cards, supervisor cards, and voter access cards) are always secure and inventoried weekly;
5. Report the loss of a smart key card immediately upon discovery to the State Administrator and LBE;
6. Maintain constant care, custody and control over voting system components and not allow unapproved access to or use of voting system components to someone who is not an authorized election official or employee; and
7. Only move voting equipment pursuant to chain custody signature requirements.

I have read and understand these rules of security behavior. I also understand that violation of any applicable rule:

- May give rise to criminal penalties under Election Law Article §§ 16-301, 16-302, 16-802, or 16-804 of the Annotated Code of Maryland;
- May result in disciplinary action as defined in State Personnel & Pensions Article § 11-104 of the Annotated Code of Maryland; and
- Other disciplinary actions as provided under applicable rules.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

## VOTING SYSTEM IMPLEMENTATION SCHEDULE OF DELIVERABLES

#	Deliverable / Milestone	Start Date	Finish Date
1.	Secure All Equipment for Certification	12/03/09	12/03/09
2.	Maryland Certification Testing	12/04/09	12/17/09
3.	Pilot / Mock Election <sup>2</sup>	12/18/09	12/24/09
4.	Voting System Maryland Certified <sup>2</sup>	12/31/09	12/31/09
5.	Contract Award <sup>1</sup>	02/24/10	02/24/10
6.	Notice to Proceed <sup>2</sup>	02/26/10	02/26/10
7.	Voting System Kickoff Meeting	03/04/10	03/04/10
8.	Voting System Documentation Delivered to SBE	03/09/10	03/09/10
9.	Initial Project Plan Due to SBE	03/09/10	03/09/10
10.	Voting System Training Plan Delivered to SBE	03/09/10	03/09/10
11.	Voting System Training Plan Approval	03/16/10	03/16/10
12.	Voting System Training for SBE / Local Board / Staff / other Election Resources <sup>2</sup>	03/17/10	07/20/10
13.	Voting System Equipment Delivery to State of Maryland	04/28/10	06/28/10
14.	Voting System Diagnostic and Acceptance Testing <sup>2</sup>	04/28/10	07/08/10
15.	Updated Full Project Plan Due to SBE	05/10/10	05/10/10
16.	Voting System Equipment Delivered to Local Boards	05/10/10	07/20/10
17.	Voting System Implementation at Local Boards	05/13/10	07/23/10
18.	SBE Preliminary Signoff of Voting System	07/28/10	07/28/10
19.	Voting System Ready for Maryland Elections	07/28/10	07/28/10

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<sup>1</sup> Date is directly associated with the to be determined Maryland Board of Public Works meeting schedule.

<sup>2</sup> Certain components are the primary responsibility of the contractor while others are the responsibility of SBE with the full support of the Contractor.

## OPTICAL SCAN VOTING SYSTEM DOCUMENTATION AND PLANS

1. Project Management Plan
  - a. Overview - The Contractor shall have the responsibility to develop and maintain a Project Management Plan (PMP) in addition to providing content updates to the SBE Voting System Project Management Master Plan, upon request, for the duration of the contract:
    - i. The initial version of the PMP is the Preliminary Scope Statement that is required to be submitted with the Contractor's proposal pursuant to Section 3 of this RFP. Subsequent versions of the plan shall build upon the Preliminary Scope Statement. At a minimum, the initial Preliminary Scope Statement (documentation requirements overview, when necessary, are defined in Section 1b) shall include the following:
      - Project objectives;
      - Voting system requirements and characteristics;
      - Project management approach;
      - Glossary of Terms;
      - Project constraints;
      - Project assumptions;
      - Project organization;
      - Work breakdown structure;
      - Project schedule;
      - Risk management approach;
      - Quality management approach;
      - Training management approach;
      - Communications management approach with a focus on the requirements of the RFP Section 2.15.2.6 Contract Management;
      - Staffing management approach;
    - ii. The Contractor shall submit their first revised PMP within 10 days from the Notice to Proceed. The first revised version shall address the entire implementation phase of the project.
    - iii. The Contractor shall submit revisions and updates to the PMP as necessary to address project needs, when requested by SBE, and at the end of the implementation phase, to address the Operations and Maintenance phase.
    - iv. All versions of the project plan shall follow the PMI's project management plan methodology and the Implementation Plan content structure as documented on the Department of Information Technology SDLC website.
  - b. The project management plan shall include the following components:
    - i. Scope Management Plan that includes:
      - Project Objectives
      - Detailed project deliverables and the procedures for formal verification and acceptance;
      - Voting system requirements and characteristics;
      - Project management approach, including the Contractor's capability to deliver and control the system proposed;
      - Project deliverables;
      - Glossary of Terms;
      - Project constraints;

- Project assumptions;
  - Project organization, including the Contractor's implementation project organizational structure;
  - Project risks, the analysis and the mitigation strategy;
  - Change Control Procedures that defines the process for managing scope of work changes and how to ensure adherence to any development practices and policies or procedures.
  - Work Breakdown Structure that includes:
    - a. All deliverables;
    - b. Major milestone list;
  - Methodology for accounting for the project progress against the budget;
  - Methodology for identifying, reporting, and resolving problems (e.g. schedule slippage, change of scope requests, or technical anomalies);
- ii. Roles and Responsibilities Matrix
- iii. Schedule Management Plan that shall detail how the Contractor will develop and manage its project schedule;
- iv. A Project Schedule shall be developed, maintained, and managed by the Contractor. When requested, the Contractor shall provide project schedule data for input into the State's master project schedule. The project schedule shall contain the deliverables, work products, milestones, tasks, and activities.
- v. A Risk Management Plan shall be developed and maintained by the Contractor. The plan should include:
- The procedure for identifying, analyzing, prioritizing, and mitigating risks; and
  - The process for managing the risk register.
- vi. A Quality Management Plan shall be developed and maintained by the Contractor. The plan should include:
- The detail for the Contractor's expectations for quality control measures for the voting system and the services provided in addition to the quality assurance procedures that will be implemented.
  - The detailed explanation of how they expect to meet the project milestones and deadlines and any other project-related tasks as determined by SBE's Voting System Project Manager.
  - The detail for establishing specific quality control guidelines for the duration of the contract.
  - SBE will use as input into its performance management tracking the quality control measures identified and the quality assurance procedures provided by the Contractor.
- vii. A Training Plan shall be developed and maintained by the Contractor. The plan should include:
- A detailed strategy and approach for executing the several levels of training for the several functions (e.g. pollworkers, voter outreach, technical, etc.) related to the vendor's voting system.
- viii. A Communications Management Plan shall be developed and maintained by the Contractor. The plan should include:
- All the reporting and notification requirements for the various stakeholder / stakeholder groups.

- The Contractor's approach to formal review meetings with SBE, the organization of the typical meeting, and the methods for documenting and approving meeting notes.
  - ix. A Staffing Management Plan shall be developed and maintained by the Contractor for the duration of the contract with the State. The plan should include:
    - The detailed staffing organization that lists all key personnel with their responsibilities, qualifications, and experience;
    - Provisions for periodic updates;
    - An organization hierarchy chart and a time table for the deployment and release of temporary resources;
    - On-going training plans for the Contractor's resources to ensure they are kept current with the latest best practices with voting systems and their respective functions (e.g. training, quality control, etc.);
    - Temporary staffing requirements for supporting Early Voting and Election Day;
    - A strategy for using sub-contractors;
    - The other roles of resources and resource types (e.g. helpdesk, quality control, software development, etc.) within the Contractor's organizational structure that will indirectly support SBE for the duration of the Contract.
- 2. Project Configuration Management Requirements
  - a. The Contractor shall establish and deliver to SBE specific procedures for configuration management, including:
    - i. The detailed procedures for requesting changes to the voting system (e.g. software) and its related equipment; and
    - ii. A description of how software modification requests are reviewed and prioritized.
  - b. These procedures shall include identification, tracking, resolving, and communication of issues and requests.
  - c. The Contractor shall coordinate the receipt, tracking, resolution, and communication of solutions for project management issues or system deficiencies identified by SBE during the implementation of the voting system and any period (e.g. Operations and Maintenance) following the implementation of the voting system.
- 3. Hardware, Software and Firmware Documentation - The Contractor shall provide, within ten days of notice to proceed, the appropriate documentation and related materials for the following:
  - a. A copy of the release software, firmware, utilities, hardware, and instructions required to install, operate and test the voting system;
  - b. Digital media storage device containing copies of all source code files required to develop the system object code and firmware with any utilities, hardware, and instructions required for the State to read the source code on a personal computer with a Microsoft-based operating system;
  - c. System flow charts describing the information flow, entry and exit points, and the relationship of programs, device drivers, data files, and other program components;
  - d. Identification of version, release, and modification levels of all software and firmware components;

- e. Identification of the steps and procedures required to generate all program modules providing system functions for which certification is requested;
  - f. One hard copy and an electronic copy of the complete set of user and technical documentation for all hardware components required to operate each system;
  - g. With respect to third party items provided to SBE, copies of all relevant technical and user documentation and warranties necessary for operation of the Contractor's voting system;
  - h. Recommended security protocols; and
  - i. Information identifying any operating features and services that are not required and can be disabled for normal operational use.
4. Conducting the Election Guide (CTE Guide)
    - a. The Contractor shall provide content in the approved state format for SBE's *Conducting the Election Guide* (CTE Guide) (see Attachment \_\_\_).
    - b. The CTE Guide includes all information needed to prepare for, perform, finalize, and secure election results. The CTE Guide includes chapters on Ballot Production, Logic and Accuracy, Election Day, and Canvass, along with other supporting chapters.
  5. Recount Guide
    - a. The Contractor shall provide content in the approved State format for SBE's Recount Guide (see Attachment \_\_)
    - b. The Recount Guide shall include all information needed to prepare for and perform a recount using the Contractor's voting system.
  6. Pollworkers' Manual
    - a. The Contractor shall provide content in the approved State format for SBE's pollworkers manual. The manual is the training and reference guide used by pollworkers during training and an election.
    - b. The Contractor shall provide:
      - i. Voting system-related content in the approved state format for SBE's pollworker manual; and
      - ii. Diagrams for each polling place showing the recommended layout and flow of the polling place.<sup>1</sup>
  7. User Manuals - The Contractor shall provide comprehensive user manuals for voting system equipment and corresponding accessories.
  8. Post Election Maintenance Plan – The Contractor shall provide content for the SBE's post election maintenance plan for all equipment provided and used during an election.
  9. Repair Plan – The contractor shall provide a comprehensive repair plan which shall detail the repair process for all voting systems equipment, including all documentation requirements and repair process tracking.
  10. Acceptance and Testing Plan – The contractor shall provide a proposed Acceptance and Testing Plan which shall detail the testing requirements for all new and repaired equipment to be completed prior to equipment acceptance by the State. The plan shall conform to the requirements of COMAR 33.09.05.12.
  11. Power Management Plan – The contractor shall provide a comprehensive power management plan detailing the strategy and processes required to;
    - a. Maintain operations of their voting equipment during power interruptions; and
    - b. Battery maintenance while equipment is being stored.

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<sup>1</sup> The majority of polling places already have site survey diagrams on file in Visio format. The Contractor will have access to these and can update them accordingly. For the remaining polling places the Contractor shall conduct a site survey and create a polling place diagram.

12. Transportation Plan – The contractor shall provide content on the requirements for transporting their optical scan voting system and the related equipment.
13. Site Surveys – The contractor shall provide content to SBE for the development/update of the precinct site surveys.

PROPOSAL TRANSMITTAL FORM FOR SBE-2010-022009-09

Offerors shall complete this form and submit with their technical proposal. Should the Offeror chose to include an introduction letter, it should be attached to the back of this form.

OFFEROR'S (BUSINESS) NAME:

OFFEROR'S FEIN #:

OFFEROR'S eMARYLANDMARKETPLACE #

OFFEROR'S BUSINESS ADDRESS:

OFFEROR'S TELEPHONE NUMBER:

OFFEROR'S FAX NUMBER:

OFFEROR'S WEB ADDRESS:

SHOULD QUESTIONS ARISE RELATED TO THE OFFEROR'S PROPOSAL, WHO SHOULD BE CONTACTED, IF DIFFERENT FROM ABOVE:

NAME:

ADDRESS:

TELEPHONE:

FAX:

EMAIL:

(COMPANY NAME) acknowledges receipt of the following amendments:

Addendum #	dated	Addendum #	dated
Addendum #	dated	Addendum #	dated
Addendum #	dated	Addendum #	dated

OFFEROR'S (BUSINESS) NAME:

Authorized Signature: \_\_\_\_\_ Date:

PRINTED NAME OF AUTHORIZED SIGNATORY:

SIGNATORY'S TITLE:

SIGNATORY'S TELEPHONE:

EMAIL:

# CHAPTER 428

(House Bill 893)

AN ACT concerning

## Election Law – Voting Systems – Requirements

FOR the purpose of ~~authorizing the State Board of Elections to certify a voting system that has been examined by an independent testing laboratory approved by the National Association of State Election Directors; requiring the State Board to select and certify the voting system that best satisfies certain requirements if at the time of procurement of a voting system there are no voting systems commercially available that entirely satisfy certain requirements; specifying that certain requirements for the selection and certification of a statewide voting system are subject to certain provisions of law; requiring the State Board of Elections to take certain actions if at the time of procurement of a voting system there is not commercially available a voting system that satisfies certain requirements; requiring the State Board to select and certify a voting system that satisfies certain requirements with specified exceptions; requiring the State Board to provide ~~only~~ *at least one voting machine in each polling place on election day that is accessible to voters with disabilities and available for use by all voters; providing that a voting machine that is accessible to voters with disabilities is not required to provide a certain paper record; requiring the State Board to certify and deploy one voting machine in each polling place that provides a certain paper record and is shown by a certain laboratory to meet certain accessibility requirements for voters with disabilities within a certain time a voting machine that provides a voter-verifiable paper record within a certain time after a certain determination; requiring the State Board to discontinue use, at a certain time, of any voting machines that do not provide a certain paper record within a certain time; altering the application of a certain prior Act; requiring the State Board to notify the Department of Legislative Services no later than a certain number of days after the first election in which voting machines are used that meet certain requirements; providing for the termination of this Act a certain number of days after receipt of certain notice; making this Act an emergency measure; and generally relating to the selection and certification of voting systems.*~~

BY repealing and reenacting, with amendments,  
 Article – Election Law  
 Section ~~9–101 and~~ 9–102  
 Annotated Code of Maryland  
 (2003 Volume and 2008 Supplement)

BY repealing and reenacting, with amendments,

Chapter 547 of the Acts of the General Assembly of 2007  
Section 2

BY repealing and reenacting, with amendments,  
Chapter 548 of the Acts of the General Assembly of 2007  
Section 2

SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND, That the Laws of Maryland read as follows:

**Article – Election Law**

9-101.

**(A) THE REQUIREMENTS OF THIS SECTION ARE SUBJECT TO § 9-102(J) OF THIS SUBTITLE.**

~~[(a)]~~ **(B)** The State Board, in consultation with the local boards, shall select and certify a voting system for voting in polling places and a voting system for absentee voting.

~~[(b)]~~ **(C)** The voting system selected and certified for voting in polling places and the voting system selected and certified for absentee voting shall be used in all counties.

~~[(c)]~~ **(D)** The State Board shall acquire:

- (1) the voting system selected and certified for voting in polling places;
  - (2) the voting system selected and certified for absentee voting.
- and

9-102.

**(a)** In this section, a “voter-verifiable paper record” includes:

- (1)** a paper ballot prepared by the voter for the purpose of being read by a precinct-based optical scanner;
- (2)** a paper ballot prepared by the voter to be mailed to the applicable local board, whether mailed from a domestic or an overseas location; and
- (3)** a paper ballot created through the use of a ballot marking device.

**(b)** The State Board shall adopt regulations for the review, certification, and decertification of voting systems.

(c) The State Board shall periodically review and evaluate alternative voting systems.

(d) The State Board may not certify a voting system unless the State Board determines that:

(1) the voting system will:

(i) protect the secrecy of the ballot;

(ii) protect the security of the voting process;

(iii) count and record all votes accurately;

(iv) accommodate any ballot used under this article;

(v) protect all other rights of voters and candidates;

(vi) be capable of creating a paper record of all votes cast in order that an audit trail is available in the event of a recount, including a manual recount; and

(vii) provide a voter-verifiable paper record that:

1. is an individual document that is physically separated from any other similar document and not part of a continuous roll;

2. is sufficiently durable to withstand repeated handling for the purposes of mandatory random audits and recounts; and

3. uses ink that does not fade, smear, or otherwise degrade and obscure or obliterate the paper record over time;

(2) the voting system has been:

(i) examined by an independent testing laboratory that is approved by the U.S. Election Assistance Commission ~~OR THE NATIONAL ASSOCIATION OF STATE ELECTION DIRECTORS~~; and

(ii) shown by the testing laboratory to meet the performance and test standards for electronic voting systems established by the Federal Election Commission or the U.S. Election Assistance Commission; and

(3) the public interest will be served by the certification of the voting system.

(e) In determining whether a voting system meets the required standards, the State Board shall consider:

- (1) the commercial availability of the system and its replacement parts and components;
- (2) the availability of continuing service for the system;
- (3) the cost of implementing the system;
- (4) the efficiency of the system;
- (5) the likelihood that the system will malfunction;
- (6) the system's ease of understanding for the voter;
- (7) the convenience of voting afforded by the system;
- (8) the timeliness of the tabulation and reporting of election returns;
- (9) the potential for an alternative means of verifying the tabulation;
- (10) accessibility for all voters with disabilities recognized by the Americans with Disabilities Act; and
- (11) any other factor that the State Board considers relevant.

(f) A voting system selected, certified, and implemented under this section shall:

- (1) provide access to voters with disabilities that is equivalent to access afforded voters without disabilities without creating a segregated ballot for voters with disabilities;
- (2) ensure the independent, private casting, inspection, verification, and correction of secret ballots by voters with disabilities in an accessible media by both visual and nonvisual means, including synchronized audio output and enhanced visual display; and
- (3) comply with both the Americans with Disabilities Act, P.L. 101-336, and the Help America Vote Act, P.L. 107-252, including accessibility standards adopted as part of the Voluntary Voting System Guidelines pursuant to the Help America Vote Act.

(g) (1) At least one voting system in each polling place on election day shall provide access for voters with disabilities in compliance with subsection (f) of this section.

(2) The State Board shall ensure that adequate backup equipment is available and contingency plans are established to ensure compliance with paragraph (1) of this subsection.

(h) Before the selection of a voting system, the State Board shall:

(1) ensure that an accessible voting system conforms to the access requirements of the Voluntary Voting System Guidelines developed in accordance with the Help America Vote Act in effect at the time of selection; and

(2) conduct an accessibility and usability evaluation of the voting system to assess its accessibility and usability by voters with disabilities, including:

(i) a public demonstration of the system; and

(ii) an evaluation by individuals representing a cross-section of voters with disabilities.

(i) (1) The State Board shall adopt regulations relating to requirements for each voting system selected and certified under § 9-101 of this subtitle.

(2) The regulations shall specify the procedures necessary to assure that the standards of this title are maintained, including:

(i) a description of the voting system;

(ii) a public information program by the local board, at the time of introduction of a new voting system, to be directed to all voters, candidates, campaign groups, schools, and news media in the county;

(iii) local election officials' responsibility for management of the system;

(iv) the actions required to assure the security of the voting system;

(v) the supplies and equipment required;

(vi) the storage, delivery, and return of the supplies and equipment necessary for the operation of the voting system;

(vii) standards for training election officials in the operation and use of the voting system;

(viii) before each election and for all ballot styles to be used, testing by the members of the local board to ensure the accuracy of tallying, tabulation, and reporting of the vote, and observing of that testing by representatives of political parties and of candidates who are not affiliated with political parties;

(ix) the number of voting stations or voting booths required in each polling place, in relation to the number of registered voters assigned to the polling place;

(x) the practices and procedures in each polling place appropriate to the operation of the voting system;

(xi) assuring ballot accountability in systems using a document ballot;

(xii) the actions required to tabulate votes; and

(xiii) postelection review and audit of the system's output.

(3) Certification of a voting system is not effective until the regulations applicable to the voting system have been adopted.

~~(J) NOTWITHSTANDING THE REQUIREMENTS OF SUBSECTIONS (F)(3) AND (H)(1) OF THIS SECTION, IF AT THE TIME OF PROCUREMENT OF A VOTING SYSTEM THERE ARE NO VOTING SYSTEMS COMMERCIALY AVAILABLE THAT SATISFY THE REQUIREMENTS OF SUBSECTIONS (F)(3) AND (H)(1) OF THIS SECTION, THE STATE BOARD SHALL SELECT AND CERTIFY THE VOTING SYSTEM THAT BEST SATISFIES THE REQUIREMENTS OF SUBSECTIONS (F)(3) AND (H)(1) OF THIS SECTION.~~

(J) (1) THIS SUBSECTION APPLIES ONLY IF, AT THE TIME OF PROCUREMENT OF A VOTING SYSTEM, THERE IS NOT A COMMERCIALY AVAILABLE VOTING SYSTEM THAT SATISFIES ALL THE REQUIREMENTS OF THIS SECTION.

(2) (I) EXCEPT AS OTHERWISE PROVIDED IN THIS SUBSECTION, THE STATE BOARD SHALL SELECT, CERTIFY, AND DEPLOY A VOTING SYSTEM THAT SATISFIES ALL THE REQUIREMENTS OF THIS SECTION.

(II) NOTWITHSTANDING SUBSECTION (D)(2)(I) OF THIS SECTION, A VOTING SYSTEM SELECTED AND CERTIFIED UNDER THIS SUBSECTION SHALL HAVE BEEN EXAMINED BY AN INDEPENDENT TESTING

LABORATORY THAT IS APPROVED BY THE U.S. ELECTION ASSISTANCE COMMISSION OR THE NATIONAL ASSOCIATION OF STATE ELECTION DIRECTORS.

(III) NOTWITHSTANDING SUBSECTIONS (F)(3) AND (H)(1) OF THIS SECTION, A VOTING SYSTEM SELECTED AND CERTIFIED IS NOT REQUIRED TO COMPLY WITH THE ACCESSIBILITY STANDARDS OF THE VOLUNTARY VOTING SYSTEM GUIDELINES UNDER THE HELP AMERICA VOTE ACT.

(3) (I) SUBJECT TO PARAGRAPH (4) OF THIS SUBSECTION, THE STATE BOARD SHALL PROVIDE ~~ONLY~~ AT LEAST ONE VOTING MACHINE IN EACH POLLING PLACE ON ELECTION DAY THAT IS:

1. ACCESSIBLE TO VOTERS WITH DISABILITIES IN ACCORDANCE WITH SUBSECTION (F)(2) OF THIS SECTION; AND

2. AVAILABLE FOR USE BY ALL VOTERS.

(II) A VOTING MACHINE UNDER THIS PARAGRAPH IS NOT REQUIRED TO PROVIDE A VOTER-VERIFIABLE PAPER RECORD IN ACCORDANCE WITH SUBSECTION (D)(1)(VII) OF THIS SECTION.

~~(4) WITHIN 2 YEARS AFTER A VOTING MACHINE THAT PROVIDES A VOTER-VERIFIABLE PAPER RECORD HAS BEEN EXAMINED BY AN INDEPENDENT TESTING LABORATORY THAT IS APPROVED BY THE U.S. ELECTION ASSISTANCE COMMISSION AND SHOWN BY THE TESTING LABORATORY TO MEET THE REQUIREMENTS OF SUBSECTIONS (F)(3) AND (H)(1) OF THIS SECTION, THE STATE BOARD SHALL:~~

~~(I) CERTIFY AND DEPLOY ONE SUCH MACHINE IN EACH POLLING PLACE; AND~~

~~(II) DISCONTINUE USE UNDER PARAGRAPH (3) OF THIS SUBSECTION OF ANY VOTING MACHINES THAT DO NOT PROVIDE A VOTER-VERIFIABLE PAPER RECORD.~~

(4) (I) THE STATE BOARD SHALL CERTIFY AND DEPLOY A VOTING MACHINE THAT PROVIDES A VOTER-VERIFIABLE PAPER RECORD WITHIN 2 YEARS AFTER A DETERMINATION THAT:

1. THE VOTING MACHINE HAS BEEN EXAMINED BY AN INDEPENDENT TESTING LABORATORY THAT IS APPROVED BY THE U.S. ELECTION ASSISTANCE COMMISSION AND SHOWN BY THE TESTING

LABORATORY TO MEET THE REQUIREMENTS OF SUBSECTIONS (F)(3) AND (H)(1) OF THIS SECTION;

2. THE VOTING MACHINE IS COMPATIBLE WITH THE VOTING SYSTEM SELECTED AND CERTIFIED FOR VOTING IN POLLING PLACES IN THE STATE; AND

3. THE VOTING MACHINE MEETS THE STATE CERTIFICATION REQUIREMENTS UNDER THIS SECTION.

(II) ON CERTIFICATION AND DEPLOYMENT OF A VOTING MACHINE THAT PROVIDES A VOTER-VERIFIABLE PAPER RECORD IN ACCORDANCE WITH SUBPARAGRAPH (I) OF THIS PARAGRAPH, THE STATE BOARD SHALL DISCONTINUE THE USE OF ANY VOTING MACHINE THAT DOES NOT PROVIDE A VOTER-VERIFIABLE PAPER RECORD.

Chapter 547 of the Acts of 2007

SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall apply to each election [occurring on or after January 1, 2010] BEGINNING WITH THE 2010 GUBERNATORIAL PRIMARY ELECTION, that is required to be conducted in accordance with the Election Law Article.

Chapter 548 of the Acts of 2007

SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall apply to each election [occurring on or after January 1, 2010] BEGINNING WITH THE 2010 GUBERNATORIAL PRIMARY ELECTION, that is required to be conducted in accordance with the Election Law Article.

SECTION 2. AND BE IT FURTHER ENACTED, That:

(1) The State Board of Elections shall notify the Department of Legislative Services no later than 15 days after the first election in which voting machines are used that:

(i) produce a voter-verifiable paper record; and

(ii) were examined by an independent testing laboratory ~~this~~ that is approved by the U.S. Election Assistance Commission and shown by the testing laboratory to meet the requirements of § 9-102(f)(3) and (h)(1) of the Election Law Article.

(2) Five days after the Department of Legislative Services receives notice under paragraph (1) of this section, this Act shall be abrogated and of no further force and effect.

SECTION ~~2~~ 3. AND BE IT FURTHER ENACTED, That this Act is an emergency measure, is necessary for the immediate preservation of the public health or safety, has been passed by a yea and nay vote supported by three-fifths of all the members elected to each of the two Houses of the General Assembly, and shall take effect from the date it is enacted.

**Approved by the Governor, May 7, 2009.**



DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION RECORDS RETENTION AND DISPOSAL SCHEDULE		Schedule No.	
		Page 1 of 11	
Agency	Maryland State Board of Elections		
	Division/Unit		
Item No.	Description (Supersedes 1066 and 1137)	Retention	
0.	Electronic records have the same retention period as paper And are subject to the Maryland State Archives Regulations, Title 14, Subtitle 18, Chapter 04 Electronic Records.		
1.	<b>STATE BOARD OF ELECTIONS MINUTES</b>  These files contain Board meeting agendas and minutes pertaining to the official acts and policy decisions of SBE.	Retain permanently, Transfer periodically to the State Archives.	
2.	<b>GENERAL ADMINISTRATIVE CORRESPONDENCE FILE</b>  This file series contains correspondence with State officials, state and federal agencies, candidates, representatives of political community and civic groups, and individuals as well as executive plans and publications pertaining to the business of SBE.	All policy documents and documents pertaining to the development and organization of the agency should be offered to the State Archives for permanent retention.  Retain all general correspondence for 3 years; then destroy.	
3.	<b>LITIGATION AND LEGAL ADVICE</b>  This file series contains correspondence pertaining to all litigation brought against or by SBE as well as Opinions of the Attorney General and legal advice rendered.	<b>Retain permanently</b> , Transfer periodically to the State Archives.	
4.	<b>PROCEDURES, POLICIES AND DIRECTIVES</b>  This file series contains all procedures, policies and directives of the SBE or the Administrator in carrying out mandated duties.	<b>Retain permanently</b> , Transfer periodically to the State Archives.	
5.	<b>REGULATIONS BACKUP MATERIAL</b>	Retain as long as regulation is in effect; then destroy.	
Approved by Department, Agency, or Division Representative.  Date <u>June 5, 2003</u>  Signature _____  Type Name <u>Terry R. Holliday</u>  Title <u>Deputy Director, Candidacy and Campaign Finance</u>		Schedule Authorized by State Archivist.  Date _____  Signature _____	

**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

**Schedule No.**

**Page 2 of 11**

Item No.	Description	Retention
6.	<p><b>VOTER REGISTRATION STATISTICS</b></p> <p>This file series contains documents relating to Voter Registration Statistics.</p>	<b>Retain permanently</b> , Transfer periodically to the State Archives.
7.	<p><b>LEGISLATION</b></p> <p>This file series contains all correspondence and memos relating to proposed legislation by or affecting SBE.</p>	Retain 10 years, then destroy
8.	<p><b>DATA PROCESSING FILES</b></p> <p>This file series contains all files on the employees' workstations and/or office servers.</p>	Retain 5 years, then destroy
9.	<p><b>CAMPAIGN FINANCING AND CANDIDACY RECORDS</b></p> <p>This file series contains all documents filed by candidates in accordance with the Maryland Law Relating to Campaign Finance, including Title 14 Disclosure Records and Public Financing Act documentation.</p>	Retain for 4 years from the date of election; then send to the State Archives for permanent retention.
	<p><b>a. FEDERAL CAMPAIGN FUND REPORTS</b></p>	Retain 22 months, then destroy
10.	<p><b>BALLOT MATERIALS FILES</b></p> <p>These files contain all polling place and absentee ballots approved by SBE, specimen ballots filed with SBE by the local boards, ballot questions and constitutional amendment publications, printers listings, candidates lists and related materials.</p>	<b>Retain permanently</b> , Transfer periodically to the State Archives.
11.	<p><b>ELECTION RESULTS</b></p> <p>These files contain all the official election returns sent to SBE by the local boards, as well as final determinations of elections by the SBE or the State Board of Canvassers.</p>	<b>Retain permanently</b> , Transfer periodically to the State Archives.
12.	<p><b>CORRESPONDENCE FILES – LOCAL BOARDS</b></p> <p>This file series contains copies of all correspondence and documents sent to SBE's 24 local boards.</p>	Retain 5 years, then destroy
13.	<p><b>LOCAL BOARD'S MINUTES</b></p> <p>This file series contains the minutes of all 24 local elections' boards pertaining to their official acts and policy decisions.</p>	<b>Retain permanently</b> , Transfer periodically to the State Archives.

**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

Schedule No.

Page 3 of 11

Item No.	Description	Retention
14.	<b>PETITIONS (NEW PARTY, NOMINATIONS, REFERENDUM)</b>	Retain ten (10) years, then destroy.
15.	<p><b>ACCOUNTING</b> This series includes all standard STATE accounting forms as well as other accounting media, which provide supporting data for the special and general accounting records.</p> <p>Changes in records format will not necessarily require revision of the retention schedule. However, should the scope or content of a records series be altered, the schedule may be amended to reflect such changes.</p> <p>A. <u>General Accounting Records</u> Certificate of Deposit and Bank Deposit Slips Distribution of Charges Memorandum of Adjustments Monthly Report of State Funds Collected and Deposited</p> <p>B. <u>Special Accounting Records</u> Reports of audits conducted by the Legislative Auditors</p> <p>Reports of audits conducted by persons or agencies other than the Legislative Auditors</p> <p>Books of Final Entry - General Ledgers</p> <p>C. <u>Budget and Fiscal Planning Records</u> Budget Estimates Budget Schedule Amendment Materials and Supplies Physical Inventory Report of Fixed Assets Report of Materials and Supplies Request for Position Action</p> <p>D. <u>Payroll Accounting Records</u> Employee Roster Card File Payroll and Check Register Payroll Exceptions Time Report Payroll Transmittals Payroll Warrants</p>	<p>Retain for three (3) years and until all audit requirements have been fulfilled, then destroy.</p> <p>Retain for ten (10) years then destroy.</p> <p>Retain permanently. Transfer to State Archives periodically.</p> <p>Retain permanently. Transfer to State Archives periodically.</p> <p>Retain for three (3) years and until all audit requirements have been fulfilled, then destroy.</p> <p>Retain for three (3) years and until all audit requirements have been fulfilled, then destroy.</p>



**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

**Schedule No.**

**Page 5 of 11**

<b>Item No.</b>	<b>Description</b>	<b>Retention</b>
	Q. Purchasing Register R. Receiving Reports S. Report of Delivery/Partial Delivery T. Requisition Forms, Miscellaneous U. Requisitions for Supplies V. Warehouse Requisitions W. Automation Management Reports X. Contract Progress Reports Y. Contract Deliverables Z. Correspondence and memos relating to the development of election software and appropriation of hardware.	
17.	<b>VENDOR LIST</b>	Retain until superseded; then destroy.
18.	<b>PERSONNEL FOLDERS</b> This series applies to Departments of Personnel within Maryland State Government and includes all standard personnel forms as well as other personnel media, which provide supporting data for both special and general personnel records.  Upon selection for employment within the Department of _____ either as a new hire, transfer, reinstatement or temporary employee, a personnel folder is prepared. This folder may contain all or some of the following documents:  A. Application B. Appointment Letter C. Correspondence Relating to New Appointment D. Personnel Payroll Form E. Personnel Position Action Request F. Personnel Recruitment Screening Report G. Personnel Transaction Form H. Retirement Form	Retain for three (3) years after termination of employment and then destroy.

**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

**Schedule No.**

**Page 6 of 11**

<b>Item No.</b>	<b>Description</b>	<b>Retention</b>
	<p>During continued employment, the folder may contain the following:</p> <ul style="list-style-type: none"> <li>a. Change of Address Forms</li> <li>b. Clearance File</li> <li>c. Charges for Removal</li> <li>d. Commendations</li> <li>e. Contractual Employment</li> <li>f. Counseling Sessions</li> <li>g. Disciplinary Actions</li> <li>h. Efficiency Ratings</li> <li>i. EOE Statistical Reports</li> <li>j. General Correspondence</li> <li>k. Grievance Actions</li> <li>l. Health Insurance Benefits Forms</li> <li>m. Leave Forms</li> <li>n. Orientation Program</li> <li>o. Position History</li> <li>p. Probation</li> <li>q. Promotions</li> <li>r. Resumes</li> <li>s. Suggestion File</li> <li>t. Summer Employment</li> <li>u. Suspension Actions</li> <li>v. Training</li> </ul> <p>The final documents in the folder are a personnel payroll form and the following:</p> <ul style="list-style-type: none"> <li>i. Letter of Resignation</li> <li>ii. Retirement</li> <li>iii. Transfer</li> <li>iv. Dismissal</li> </ul>	

**DEPARTMENT OF GENERAL SERVICES  
RECORDS MANAGEMENT DIVISION  
RECORDS RETENTION AND DISPOSAL SCHEDULE**

**Schedule No.**

**Page 7 of 11**

Item No.	Description	Retention
19.	<b>PERSONNEL I.D. NUMBER (PIN)</b>	Permanent, transfer periodically to the MSA
20.	<b>STATUS CARD FILE</b>	Retain for five (5) years, then destroy
21.	<p><b>HISTORY FILE</b> Upon being selected for employment within the Department of _____ either as new hire, transfer, reinstatement or temporary employee, a personnel history card is prepared.</p> <p>This card contains the following data:</p> <ol style="list-style-type: none"> <li>1. Name</li> <li>2. Address</li> <li>3. Social Security Number</li> <li>4. Telephone Number</li> <li>5. Race</li> <li>6. Sex</li> <li>7. Birthdate</li> <li>8. Increment Date</li> <li>9. EOD (Entry on Duty) Date</li> <li>10. Classification</li> <li>11. Effective Date of Classification</li> <li>12. Employment</li> <li>13. Salary</li> <li>14. Position Identification Number for employee</li> </ol> <p>Each reclassification, promotion, demotion, change in salary, extended probation, title change, change of address or telephone number is duty noted on the card. The last entry of the History Card would be one of the following:</p> <ol style="list-style-type: none"> <li>1. Resignation</li> <li>2. Retirement</li> <li>3. Transfer</li> <li>4. Dismissal</li> <li>5. Expiration</li> </ol> <p>The card would then be filed inside the personnel folder and filed in the inactive personnel file.</p>	Retain for three (3) years after termination of employment and then destroy
22.	<b>WORKERS COMPENSATION FIRST REPORT OF INJURY REPORTS</b>	Retain for 5 years then destroy.
23.	<b>DEPT. OF PERSONNEL PART-TIME QUARTERLY REPORTS</b>	Retain for 5 years then destroy.
24.	<b>DEPT. OF PERSONNEL ANNUAL REPORTS</b>	Retain for 5 years then destroy.
25.	<b>AGENCY/DEPT. PERSONNEL BUDGET REPORTS</b>	Retain for 5 years then destroy.

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**Agency**

**Maryland State Board of Elections**

**Division/Unit**

**Item No.**

**Description**

**Retention**

**26.**

**VOTER REGISTRATION**

Original voter registration form

22 mos. past the last federal election in which the voter was eligible to vote, then destroy

"Those records predating installation of the electronic system must be retained permanently and transferred to the State Archives."

Authorization/request for change of address, name, party, etc.

22 mos., then destroy

Authorization/request to cancel registration.

22 mos., then destroy

All records generated in course of producing acknowledgment notices, confirmation mailings, mail verification or any other confirmation of voter status.

2yrs., then destroy

Notices returned to election offices by registrants responding to verification or confirmation mailings.

2yrs., then destroy

Rejected applications for voter registration.

22 mos., then destroy

Declinations to register at public assistance agencies.

22 mos., then destroy

Statistical records of registration, voting and file maintenance activity required for biennial reporting to FEC.

2yrs., then destroy

**27.**

**BALLOTS AND RELATED DOCUMENTATION**

All voted ballots, paper or machine-read, including absentee ballots.

22 mos., then destroy

Strips or sheets mounted on lever or DRE voting machines (ballot faces), each identified by machines number and precinct.

22 mos., then destroy

Assembled vote recorder pages (Votomatic), each identified by precinct.

22 mos., then destroy

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Item No.	Description	Retention
<b>28.</b>	Provisional ballots and documentation associated therewith.	22 mos., then destroy
	Spoiled ballots.	Until State deadline for initiating contest or recount has passed, then destroy
	Rejected or disallowed ballots and documentation associated therewith.	22 mos., then destroy
	Ballot accounting report.	Until State deadline for initiating contest or recount has passed, then destroy
	<b>POLLING PLACE RECORDS OTHER THAN BALLOTS</b>	
	List of voters used in each polling place.	22 mos., then destroy
	Records containing voter signature, including any oath executed by voter.	22 mos., then destroy
	Listing of those who voted made by poll workers.	22 mos., then destroy
	Any other record reflecting identity of those who cast ballots.	22 mos., then destroy
	Records of challenge to any person's right to vote.	22 mos., then destroy
	Records of implementation of "fail safe" provisions of NVRA.	22 mos., then destroy
	Voter assistance records, identifying both voter assisted and person(s) rendering assistance.	22 mos., then destroy
	Tally sheets, canvass reports, statements of votes.	22 mos., then destroy
	Lever machine, locked at close of polls (non-printer machines only)	Until State deadline for initiating contest or recount has passed, then destroy
	AVM Print-o-matic report sheets, opening and closing of polls.	22 mos., then destroy
Removable data storage device (PROM, memory pack, cartridge, etc.)	For purpose of recount or contest resolution, retain intact until State deadline for initiating contest or recount has passed, then destroy	
	For compliance with USC 42 1974 et seq., retention period is 22 mos. <i>Either</i> save that data storage device itself, <i>or</i> save, on electronic medium, record of programming the device, and the post-election hard copy of its outpost plus the program used to read the device. For detail, then destroy	

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Item No.	Description	Retention
	Poll worker attestations of status of premises and equipment at opening and closing of polls.	22 mos., then destroy
	Reports produced by electronic voting device at opening and closing of polls.	22 mos., then destroy
	Records of write-in votes, if cast other than on a ballot.	22 mos., then destroy
	Records of ballot images, or ballot sets, produced by electronic voting devices.	22 mos., then destroy
	Records of service or maintenance to voting equipment at the polling place.	22 mos., then destroy
	Records of poll worker appointment and service.	22 mos., then destroy
	Records of poll watcher/challenger appointment and service.	22 mos., then destroy
	Records of assignment and delivery of voting equipment.	22 mos., then destroy
<b>29.</b>	<b>ABSENTEE VOTING OTHER THAN BALLOTS</b>	
	Applications for absentee voting.	22 mos., then destroy
	Envelopes in which absentee ballots are returned, including those returned too late to be counted, but excluding blank secrecy envelopes if such are used.	22 mos., then destroy
	Records of challenges to and rejection of absentee ballots.	22 mos., then destroy
	Records or log of the administration of absentee voting.	22 mos., then destroy
<b>30.</b>	<b>VOTING SYSTEM PREPARATION</b>	
	Election database, election definition, ballot design.	22 mos., then destroy
	Records of programming and testing of lever machines.	22 mos., then destroy
	Records of specialization of vote-counting software.	22 mos., then destroy
	Records of programming ("burning") removable data storage devices for precinct tabulators.	22 mos., then destroy
	Records of pre-election testing of electronic vote-counting systems.	22 mos., then destroy
	Test deck(s).	22 mos., then destroy

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<b>Item No.</b>	<b>Description</b>	<b>Retention</b>
<b>31.</b>	<p><b>VOTE COUNT IN CENTRAL OFFICE</b> (or at regional site)</p> <p>Tally sheets, canvass sheets.</p> <p>All vote-counting software.</p> <p>One copy of all output of computer printer.</p> <p>System log.</p> <p>Ballot images, or ballot sets, produced by electronic voting devices.</p> <p>Records of any verification of the count done before certification.</p> <p>Records documenting plan and activity to ensure security of records, ballots, equipment and premises, including any breaches of security.</p> <p>Records reflecting the certification of the outcome of the election, and copies of notifications sent to winning candidates.</p>	<p>22 mos., then destroy</p>
<b>32.</b>	<p><b>CONTESTED ELECTIONS AND RECOUNTS</b></p> <p>Procedures and guidelines.</p> <p>Log or diary of activity.</p> <p>Records created for and during the recount.</p>	<p>22 mos., then destroy</p> <p>22 mos., then destroy</p> <p>22 mos., then destroy</p>
<b>33.</b>	<p><b>VOTER INFORMATION BY ELECTION</b></p> <p>Election returns by precinct for each election.</p> <p>Voter registration statistics by precinct for each election.</p> <p>Voter turnout statistics by precinct for each election.</p> <p>Precinct map or maps, with boundaries in effect at time of each election.</p> <p>Computerized file of the voter registry at time of each election.</p>	<p><b>Permanent</b>, Transfer periodically to the State Archives.</p>

Maryland State Board of Elections - Voter Registration by Precinct as of 06/10/2009

CountyCode	County	Precinct	PollingPlace	Address	CityStateZip	ActiveVoters
01	Allegany	01000	ORLEANS VOLUNTEER FIRE DEPT.	12210 ORLEANS ROAD, NE	LITTLE ORLEANS, MD 21766	603
01	Allegany	02000	OLDTOWN VOLUNTEER FIRE DEPT.	18712 OLDTOWN ROAD SE	OLDTOWN, MD 21555	709
01	Allegany	03000	FLINTSTONE ELEMENTARY SCHOOL	22000 NATIONAL PIKE, NE	FLINTSTONE, MD 21530	862
01	Allegany	04002	LIVING STONE CHURCH OF BRETHREN	114 NORTH CEDAR STREET	CUMBERLAND, MD 21502	691
01	Allegany	04003	SOUTH PENN ELEMENTARY SCHOOL	500 EAST SECOND STREET	CUMBERLAND, MD 21502	1,045
01	Allegany	04004	FORT HILL HIGH SCHOOL	500 GREENWAY AVENUE	CUMBERLAND, MD 21502	1,343
01	Allegany	04005	EMMANUEL BETHEL U.M. CHURCH	24 HUMBIRD STREET	CUMBERLAND, MD 21502	734
01	Allegany	04008	SALVATION ARMY COMMUNITY CENTER	200 SOMERVILLE AVENUE	CUMBERLAND, MD 21502	1,197
01	Allegany	05004	BRADDOCK MIDDLE SCHOOL	909 HOLLAND STREET	CUMBERLAND, MD 21502	1,100
01	Allegany	05006	BOWMAN'S ADDITION FIRE HALL	11710 BOARDWALK AVENUE, NE	CUMBERLAND, MD 21502	528
01	Allegany	06001	EMMANUEL EPISCOPAL PARISH HALL	16 WASHINGTON STREET	CUMBERLAND, MD 21502	1,233
01	Allegany	06003	WEST SIDE ELEMENTARY SCHOOL	425 PACA STREET	CUMBERLAND, MD 21502	617
01	Allegany	06005	BISHOP WALSH SCHOOL	700 BISHOP WALSH RD	CUMBERLAND, MD 21502	1,031
01	Allegany	06006	ALL. CTY. MULTI-PURPOSE BLDG.	11490 MOSS AVENUE SW	CUMBERLAND, MD 21502	1,289
01	Allegany	07001	CRESAPTOWN ELEMENTARY SCHOOL	13202 SIXTH AVENUE, SW	CRESAPTOWN, MD 21502	1,411
01	Allegany	07002	BEL AIR ELEMENTARY SCHOOL	14401 BARTON BLVD., SW	CUMBERLAND, MD 21502	1,552
01	Allegany	08000	WESTERNPORT ELEM. SCHOOL	172 CHURCH STREET	WESTERNPORT, MD 21562	2,115
01	Allegany	09000	BARTON COUNCIL CHAMBER	19018 LEGISLATIVE ROAD, SW	BARTON, MD 21521	820
01	Allegany	10000	WESTMAR MIDDLE SCHOOL	16915 LOWER GEORGES CREEK ROAD, SW	LONACONING, MD 21539	1,294
01	Allegany	11000	FROST ELEMENTARY SCHOOL	260 SHAW STREET	FROSTBURG, MD 21532	828
01	Allegany	12000	MOUNTAIN RIDGE HIGH SCHOOL	100 DR. NANCY S. GRASMICK LANE	FROSTBURG, MD 21532	1,985
01	Allegany	13000	MT. SAVAGE SCHOOL	13201 NEW SCHOOL ROAD, NW	MT. SAVAGE, MD 21545	1,403
01	Allegany	14000	JOHN F. KENNEDY HOMES	135 NORTH MECHANIC STREET	CUMBERLAND, MD 21502	529
01	Allegany	16000	NORTH BRANCH FIRE DEPARTMENT	12100 NORTH BRANCH ROAD, SE	CUMBERLAND, MD 21502	1,414
01	Allegany	18000	MIDLAND FIRE STATION	20001 UNION STREET, SW	MIDLAND, MD 21542	1,275
01	Allegany	20000	CORRIGANVILLE VOL. FIRE DEPT.	12502 CORRIGAN DRIVE, NW	CORRIGANVILLE, MD 21524	1,288
01	Allegany	21000	BALTIMORE PIKE VOL. FIRE DEPT.	15010 BALTIMORE PIKE, NE	CUMBERLAND, MD 21502	743
01	Allegany	22000	LOCAL 489 TRAINING CENTER	2 PARK STREET	CUMBERLAND, MD 21502	1,609
01	Allegany	23000	ST. LUKE'S LUTHERAN CHURCH	1601 FREDERICK STREET	CUMBERLAND, MD 21502	1,800
01	Allegany	24000	ECKHART SCHOOL	17000 NATIONAL HIGHWAY, SW	ECKHART, MD 21528	1,188
01	Allegany	26000	FROSTBURG COMMUNITY CENTER	27 WATER STREET	FROSTBURG, MD 21532	1,620
01	Allegany	29001	LAVALE VOL. FIRE DEPART #1	421 NATIONAL HIGHWAY	LAVALE, MD 21502	1,727
01	Allegany	29002	PARKSIDE ELEMENTARY SCHOOL	50 PARKSIDE BLVD.	LAVALE, MD 21502	1,567
01	Allegany	29003	CHRIST LUTHERAN CHURCH	VOCKE ROAD AT MARTZ LANE	LAVALE, MD 21502	1,186
01	Allegany	31000	DANVILLE COMMUNITY CHURCH	18800 MIDDLE RIDGE ROAD, SW	RAWLINGS, MD 21557	997
01	Allegany	34000	BEDFORD RD. FIRE DEPARTMENT	13200 BEDFORD RD. NE	CUMBERLAND, MD 21502	1,276
02	Anne Arundel	01001	01-001 LINTHICUM ELEMENTARY SCHOOL	101 SCHOOL LN	LINTHICUM, MD 21090	1,589
02	Anne Arundel	01002	01-002 LINDALE MIDDLE SCHOOL	415 ANDOVER RD	LINTHICUM, MD 21090	1,213
02	Anne Arundel	01003	01-003 GEORGE CROMWELL ELEM. SCHOOL	525 WELLHAM AVE	GLEN BURNIE, MD 21061	1,897
02	Anne Arundel	01004	01-004 CHESAPEAKE ARTS CTR.-FRONT ENT.	194 HAMMONDS LN	BALTIMORE, MD 21225	1,681
02	Anne Arundel	01005	01-005 NEW LIFE FELLOWSHIP BAPTIST CHURCH	7605 HARMANS ROAD	HANOVER, MD 21076	1,438
02	Anne Arundel	01006	01-006 A.A. FIRE STATION #21	DORSEY & RIDGE RDS	HANOVER, MD 21076	1,770
02	Anne Arundel	01007	01-007 OVERLOOK ELEMENTARY SCHOOL	401 HAMPTON RD	LINTHICUM, MD 21090	1,420
02	Anne Arundel	01008	01-008 NORTH COUNTY SR. HIGH SCHOOL	10 E. FIRST AVE	GLEN BURNIE, MD 21061	1,943
02	Anne Arundel	01009	01-009 HILLTOP ELEMENTARY SCHOOL	415 MELROSE AVE	GLEN BURNIE, MD 21061	1,672
02	Anne Arundel	01010	01-010 ST. JOHNS LUTHERAN CHURCH	300 W. MAPLE RD	LINTHICUM, MD 21090	1,263
02	Anne Arundel	01011	01-011 LINTHICUM LIBRARY	400 SHIPLEY RD	LINTHICUM, MD 21090	1,137
02	Anne Arundel	01012	01-012 NORTH GLEN ELEMENTARY SCHOOL	615 W. FURNACE BRANCH RD	GLEN BURNIE, MD 21061	2,395
02	Anne Arundel	01013	01-013 BELLE GROVE ELEM. SCHOOL	4502 BELLE GROVE RD	BALTIMORE, MD 21225	987
02	Anne Arundel	01014	01-014 NORTH GLEN COMMUNITY ASSOC.	303 WELLHAM AVE	GLEN BURNIE, MD 21061	1,614
02	Anne Arundel	01015	01-015 BROOKLYN PARK ELEM. SCHOOL	200 W. 14TH AVE	BALTIMORE, MD 21225	1,501
02	Anne Arundel	01016	01-016 BROOKLYN PARK LIBRARY	1 E. 11TH AVE	BALTIMORE, MD 21225	1,660
02	Anne Arundel	01017	01-017 PARK ELEMENTARY SCHOOL	201 E. 11TH AVE	BALTIMORE, MD 21225	1,210
02	Anne Arundel	01018	01-018 BROOKLYN PARK MIDDLE SCHOOL	200 HAMMONDS LANE	BALTIMORE, MD 21225	2,482
02	Anne Arundel	01019	01-019 VAN BOKKELEN ELEM. SCHOOL	1140 REECE RD	SEVERN, MD 21144	2,013
02	Anne Arundel	01020	01-020 PROVINCES LIBRARY	2624 ANNAPOLIS RD	SEVERN, MD 21144	2,159
02	Anne Arundel	01021	01-021 VAN BOKKELEN ELEM. SCHOOL	1140 REECE RD	SEVERN, MD 21144	1,683
02	Anne Arundel	01022	01-022 JESSUP ELEMENTARY SCHOOL	2900 ELEMENTARY SCHOOL LN	JESSUP, MD 20794	3,410
02	Anne Arundel	01023	01-023 JESSUP ELEMENTARY SCHOOL	2900 ELEMENTARY SCHOOL LN	JESSUP, MD 20794	160
02	Anne Arundel	01024	01-024 SEVERN UNITED METHODIST CHURCH	1215 OLD CAMP MEADE ROAD	SEVERN, MD 21144	1,252
02	Anne Arundel	02001	02-001 SEVERN ELEMENTARY SCHOOL	838 REECE RD	SEVERN, MD 21144	1,613
02	Anne Arundel	02002	02-002 SOUTHGATE ELEMENTARY SCHOOL	290 SHETLANDS LN	GLEN BURNIE, MD 21061	1,212
02	Anne Arundel	02003	02-003 GLEN BURNIE PARK ELEM. SCHOOL	500 MARLBORO RD	GLEN BURNIE, MD 21061	1,616
02	Anne Arundel	02004	02-004 QUARTERFIELD ELEMENTARY SCHOOL	7967 QUARTERFIELD RD	SEVERN, MD 21144	2,040

02	Anne Arundel	02005	02-005 OAKWOOD ELEMENTARY SCHOOL	330 OAK MANOR DR	GLEN BURNIE, MD 21061	1,827
02	Anne Arundel	02006	02-006 COMMUNITY CHURCH OF GOD	306 SE FIFTH AVE	GLEN BURNIE, MD 21061	1,443
02	Anne Arundel	02007	02-007 RICHARD HENRY LEE ELEM. SCHOOL	400 SW A ST	GLEN BURNIE, MD 21061	1,979
02	Anne Arundel	02008	02-008 GLENDALE ELEMENTARY SCHOOL	105 CARROLL RD	GLEN BURNIE, MD 21060	2,070
02	Anne Arundel	02009	02-009 QUARTERFIELD ELEMENTARY SCHOOL	7967 QUARTERFIELD RD	SEVERN, MD 21144	1,928
02	Anne Arundel	02010	02-010 GLEN BURNIE SR. HIGH SCHOOL	7550 BALTIMORE ANNAPOLIS BLVD	GLEN BURNIE, MD 21060	2,082
02	Anne Arundel	02011	02-011 WOODSIDE ELEMENTARY SCHOOL	160 FUNKE RD	GLEN BURNIE, MD 21061	1,242
02	Anne Arundel	02012	02-012 NORTH COUNTY AREA LIBRARY	1010 EASTWAY	GLEN BURNIE, MD 21060	1,427
02	Anne Arundel	02013	02-013 OLD MILL SR. HIGH SCHOOL CAFE	600 PATRIOT LN-NORTH PARKING LOT	MILLERSVILLE, MD 21108	1,216
02	Anne Arundel	02014	02-014 RIPPLING WOODS ELEM. SCHOOL	530 NOLFELD DR	GLEN BURNIE, MD 21061	2,507
02	Anne Arundel	02015	02-015 OLD MILL SR. HIGH SCHOOL CAFE	600 PATRIOT LN-SOUTH PARKING LOT	MILLERSVILLE, MD 21108	2,051
02	Anne Arundel	02016	02-016 GLEN BURNIE IMPROVEMENT ASSN.	19 S. CRAIN HWY	GLEN BURNIE, MD 21061	1,292
02	Anne Arundel	02017	02-017 OLD MILL MIDDLE SCHOOL SOUTH	620 PATRIOT LN	MILLERSVILLE, MD 21108	2,122
02	Anne Arundel	02018	02-018 RUTH EASON SCHOOL	648 OLD MILL RD	MILLERSVILLE, MD 21108	1,504
02	Anne Arundel	02019	02-019 MARLEY ELEMENTARY SCHOOL	715 COOPER ROAD	GLEN BURNIE, MD 21060	1,904
02	Anne Arundel	02020	02-020 GRACE OF GOD FELLOWSHIP	8302 ELVATON RD	MILLERSVILLE, MD 21108	1,846
02	Anne Arundel	02021	02-021 HERITAGE COMMUNITY CHURCH	8146 QUARTERFIELD RD	SEVERN, MD 21144	2,336
02	Anne Arundel	02022	02-022 POINT PLEASANT ELEM. SCH. #2	1035 DUMBARTON RD	GLEN BURNIE, MD 21060	2,188
02	Anne Arundel	02023	02-023 RIDGEWAY ELEMENTARY SCHOOL	1440 EVERGREEN RD	SEVERN, MD 21144	1,837
02	Anne Arundel	02024	02-024 SEVERN FIRE STATION #4	7870 TELEGRAPH ROAD	SEVERN, MD 21144	1,704
02	Anne Arundel	03001	03-001 NORTHEAST SENIOR HIGH SCHOOL	1121 DUVALL HWY	PASADENA, MD 21122	1,738
02	Anne Arundel	03002	03-002 ST. JANE FRANCES CATHOLIC SCH.	ST. JANE DR	PASADENA, MD 21122	1,314
02	Anne Arundel	03003	03-003 HIGH POINT ELEMENTARY SCHOOL	924 DUVALL HWY	PASADENA, MD 21122	2,536
02	Anne Arundel	03004	03-004 GEORGE FOX MIDDLE SCHOOL	7922 OUTING AVE	PASADENA, MD 21122	2,342
02	Anne Arundel	03005	03-005 FREETOWN ELEMENTARY SCHOOL	7904 FREETOWN RD	GLEN BURNIE, MD 21060	1,717
02	Anne Arundel	03006	03-006 SOLLEY ELEMENTARY SCHOOL	7608 SOLLEY RD	GLEN BURNIE, MD 21060	2,410
02	Anne Arundel	03007	03-007 SUNSET ELEMENTARY SCHOOL	8572 FORT SMALLWOOD RD	PASADENA, MD 21122	1,855
02	Anne Arundel	03008	03-008 MARLEY MIDDLE SCHOOL	10 DAVIS COURT	GLEN BURNIE, MD 21060	2,190
02	Anne Arundel	03009	03-009 PASADENA ELEMENTARY SCHOOL	401 E PASADENA RD	PASADENA, MD 21122	921
02	Anne Arundel	03010	03-010 CHESAPEAKE BAY MID. SCHOOL B SIDE	4804 MOUNTAIN RD	PASADENA, MD 21122	1,956
02	Anne Arundel	03011	03-011 BODKIN ELEMENTARY SCHOOL	8320 VENTNOR RD	PASADENA, MD 21122	2,310
02	Anne Arundel	03012	03-012 FORT SMALLWOOD ELEM. SCH. CAFE	1720 POPLAR RIDGE RD	PASADENA, MD 21122	2,039
02	Anne Arundel	03013	03-013 GALILEE LUTHERAN CHURCH	4652 MOUNTAIN RD	PASADENA, MD 21122	1,933
02	Anne Arundel	03014	03-014 RIVIERA BEACH ELEM. SCHOOL	8515 JENKINS RD	PASADENA, MD 21122	1,517
02	Anne Arundel	03015	03-015 CHESAPEAKE SR. HIGH SCHOOL	4798 MOUNTAIN RD	PASADENA, MD 21122	1,443
02	Anne Arundel	03016	03-016 NORTHEAST SENIOR HIGH SCHOOL	1121 DUVALL HWY	PASADENA, MD 21122	1,799
02	Anne Arundel	03017	03-017 JACOBSTOWN ELEMENTARY SCHOOL	3801 MOUNTAIN RD	PASADENA, MD 21122	1,843
02	Anne Arundel	03018	03-018 LAKE SHORE VOL. FIRE COMPANY	4498 MOUNTAIN RD	PASADENA, MD 21122	1,953
02	Anne Arundel	03019	03-019 VFW POST #2462	1720 BAYSIDE BEACH RD	PASADENA, MD 21122	1,777
02	Anne Arundel	03020	03-020 EMMANUEL LUTHERAN CHURCH	8615 FORT SMALLWOOD RD	PASADENA, MD 21122	1,476
02	Anne Arundel	03021	03-021 RIVIERA BEACH LIBRARY	1130 DUVALL HWY	PASADENA, MD 21122	2,208
02	Anne Arundel	03022	03-022 MT. ZION UNITED METHODIST CH.	8128 ARTIC DR	PASADENA, MD 21122	1,630
02	Anne Arundel	03023	03-023 EARLEIGH HEIGHTS VOL. FIRE DEPT.	161 RITCHIE HWY	SEVERNA PARK, MD 21146	1,574
02	Anne Arundel	03024	03-024 ORCHARD BCH. VOL. FIRE DEPT. HALL	7549 SOLLEY RD	GLEN BURNIE, MD 21060	2,043
02	Anne Arundel	03025	03-025 FREETOWN ELEMENTARY SCHOOL	7904 FREETOWN RD	GLEN BURNIE, MD 21060	1,578
02	Anne Arundel	04001	04-001 MARYLAND CITY ELEMENTARY SCHOOL	3359 CRUMPTON SOUTH	LAUREL, MD 20724	1,652
02	Anne Arundel	04002	04-002 ODENTON ELEMENTARY SCHOOL	1290 ODENTON RD	ODENTON, MD 21113	1,738
02	Anne Arundel	04003	04-003 ARUNDEL SENIOR HIGH SCHOOL	1001 ANNAPOLIS RD	GAMBRILLS, MD 21054	1,658
02	Anne Arundel	04004	04-004 MILLERSVILLE ELEMENTARY SCHOOL	1601 MILLERSVILLE RD	MILLERSVILLE, MD 21108	1,907
02	Anne Arundel	04005	04-005 PINEY ORCHARD ELEM. SCHOOL	2641 STRAWBERRY LAKE WAY	ODENTON, MD 21113	1,183
02	Anne Arundel	04006	04-006 RESURRECTION OF OUR LORD CATHOLIC CHURCH	8402 BROCK BRIDGE ROAD	LAUREL, MD 20724	2,211
02	Anne Arundel	04007	04-007 MEADE MIDDLE SCHOOL	1103 26TH ST	FORT MEADE, MD 20755	2,388
02	Anne Arundel	04008	04-008 FOUR SEASONS ELEMENTARY SCHOOL	979 WAUGH CHAPEL RD	GAMBRILLS, MD 21054	1,738
02	Anne Arundel	04009	04-009 MARYLAND CITY-RUSSETT LIBRARY	3501 RUSSETT COMMON	LAUREL, MD 20724	2,271
02	Anne Arundel	04010	04-010 WAUGH CHAPEL ELEM. SCHOOL	840 SUNFLOWER DR	ODENTON, MD 21113	2,560
02	Anne Arundel	04011	04-011 O'MALLEY SENIOR CENTER	1275 ODENTON RD	ODENTON, MD 21113	1,471
02	Anne Arundel	04012	04-012 WEST COUNTY AREA LIBRARY	1325 ANNAPOLIS ROAD	ODENTON, MD 21113	1,422
02	Anne Arundel	04013	04-013 GAMBRILLS CHURCH OF GOD	952 ANNAPOLIS RD	GAMBRILLS, MD 21054	1,628
02	Anne Arundel	04014	04-014 BALDWIN MEM. UNITED METH. CH.	921 GENERALS HWY	MILLERSVILLE, MD 21108	1,845
02	Anne Arundel	04015	04-015 HERALD HARBOR COMMUNITY ASSN.	390 HALL RD	CROWNSVILLE, MD 21032	2,415
02	Anne Arundel	04016	04-016 PINEY ORCHARD ELEM. SCHOOL	2641 STRAWBERRY LAKE WAY	ODENTON, MD 21113	2,078
02	Anne Arundel	04017	04-017 BROCK BRIDGE ELEM. SCHOOL	405 BROCK BRIDGE RD	LAUREL, MD 20724	1,919
02	Anne Arundel	04018	04-018 MEADE HEIGHTS ELEMENTARY SCHOOL	1925 REECE RD	FORT MEADE, MD 20755	1,851
02	Anne Arundel	04019	04-019 LIVING WATERS WORSHIP CENTER	8262 LOKUM RD	ODENTON, MD 21113	1,982
02	Anne Arundel	04020	04-020 PINEY ORCHARD COMMUNITY CTR.	2400 STREAM VALLEY DR	ODENTON, MD 21113	1,708
02	Anne Arundel	04021	04-021 FAITH COMMUNITY CH. OF GAMBRILLS	1306 RIEDEL RD	GAMBRILLS, MD 21054	2,471
02	Anne Arundel	04022	04-022 CROFTON LIBRARY	1681 RIEDEL RD	CROFTON, MD 21114	1,712

02	Anne Arundel	04023	04-023 WAUGH CHAPEL ELEM. SCHOOL	840 SUNFLOWER DRIVE	ODENTON, MD 21113	1,715
02	Anne Arundel	04024	04-024 SEVEN OAKS ELEM. SCHOOL	1905 TOWN CENTER BLVD.	ODENTON, MD 21113	2,380
02	Anne Arundel	05001	05-001 ST. MARGARETS EPISCOPAL CHURCH	1601 PLEASANT PLAINS RD	ANNAPOLIS, MD 21409	2,207
02	Anne Arundel	05002	05-002 CAPE ST. CLAIRE ELEM. SCHOOL	931 BLUE RIDGE RD	ANNAPOLIS, MD 21409	2,135
02	Anne Arundel	05003	05-003 ARNOLD SENIOR CENTER	44 CHURCH RD	ARNOLD, MD 21012	1,649
02	Anne Arundel	05004	05-004 BELVEDERE ELEMENTARY SCHOOL	360 BROADWATER RD	ARNOLD, MD 21012	1,966
02	Anne Arundel	05005	05-005 JONES ELEMENTARY SCHOOL	122 HOYLE LN	SEVERNA PARK, MD 21146	1,833
02	Anne Arundel	05006	05-006 SEVERNA PARK ELEMENTARY SCHOOL	6 RIGGS AVE	SEVERNA PARK, MD 21146	1,528
02	Anne Arundel	05007	05-007 BENFIELD ELEMENTARY SCHOOL	365 LYNWOOD DR	SEVERNA PARK, MD 21146	1,607
02	Anne Arundel	05008	05-008 OAK HILL ELEMENTARY SCHOOL	34 TRUCK HOUSE RD	SEVERNA PARK, MD 21146	1,764
02	Anne Arundel	05009	05-009 FOLGER MCKINSEY ELEM. SCHOOL	175 ARUNDEL BEACH RD	SEVERNA PARK, MD 21146	1,269
02	Anne Arundel	05010	05-010 FOLGER MCKINSEY ELEM. SCHOOL	175 ARUNDEL BEACH RD	SEVERNA PARK, MD 21146	972
02	Anne Arundel	05011	05-011 MAGOTHY RIVER MIDDLE SCHOOL	241 PENINSULA FARM RD	ARNOLD, MD 21012	1,869
02	Anne Arundel	05012	05-012 SEVERNA PARK SR. HIGH SCHOOL	60 ROBINSON RD	SEVERNA PARK, MD 21146	1,343
02	Anne Arundel	05013	05-013 BROADNECK ELEM. SCHOOL	470 SHORE ACRES RD	ARNOLD, MD 21012	1,748
02	Anne Arundel	05014	05-014 SEVERNA PARK LIBRARY	45 MC KINSEY RD	SEVERNA PARK, MD 21146	1,851
02	Anne Arundel	05015	05-015 SHIPLEY'S CHOICE ELEM. SCHOOL	310 GOVERNOR WILLIAM STONE PKW	MILLERSVILLE, MD 21108	1,459
02	Anne Arundel	05016	05-016 JONES STATION FIRE HALL	960 RITCHIE HWY	SEVERNA PARK, MD 21146	1,310
02	Anne Arundel	05017	05-017 CAPE ST. CLAIRE IMP. ASSN.	1223 RIVER BAY RD	ANNAPOLIS, MD 21409	2,061
02	Anne Arundel	05018	05-018 ST. ANDREWS BY THE BAY	701 COLLEGE PKW	ANNAPOLIS, MD 21409	2,456
02	Anne Arundel	05019	05-019 SEVERNA PARK MIDDLE SCHOOL	450 JUMPERS HOLE RD	SEVERNA PARK, MD 21146	1,617
02	Anne Arundel	05020	05-020 ST. MARGARETS EPISCOPAL CHURCH	1601 PLEASANT PLAINS RD	ANNAPOLIS, MD 21409	1,684
02	Anne Arundel	05021	05-021 NEW COVENANT CHURCH	365 JONES STATION RD	ARNOLD, MD 21012	2,341
02	Anne Arundel	05022	05-022 BROADNECK SR. HIGH SCHOOL	1265 GREEN HOLLY DR	ANNAPOLIS, MD 21409	2,018
02	Anne Arundel	05023	05-023 ARNOLD ELEM. SCHOOL CAFE	90 CHURCH RD	ARNOLD, MD 21012	1,359
02	Anne Arundel	05024	05-024 SEVERNA PARK MIDDLE SCHOOL	450 JUMPERS HOLE RD	SEVERNA PARK, MD 21146	1,580
02	Anne Arundel	05025	05-025 OUR SHEPHERD LUTHERAN CHURCH	400 BENFIELD RD	SEVERNA PARK, MD 21146	1,871
02	Anne Arundel	05026	05-026 ASBURY UNITED METHODIST CH.	78 CHURCH RD	ARNOLD, MD 21012	2,062
02	Anne Arundel	05027	05-027 BROADNECK LIBRARY	1275 GREEN HOLLY DR	ANNAPOLIS, MD 21409	1,466
02	Anne Arundel	05028	05-028 WINDSOR FARM ELEM. SCHOOL	591 BROADNECK RD	ANNAPOLIS, MD 21409	1,749
02	Anne Arundel	05029	05-029 PASADENA UNITED METHODIST CH.	61 RITCHIE HWY	PASADENA, MD 21122	813
02	Anne Arundel	05030	05-030 PASADENA ELEMENTARY SCHOOL	401 E PASADENA RD	PASADENA, MD 21122	882
02	Anne Arundel	05031	05-031 OAK HILL ELEMENTARY SCHOOL	34 TRUCK HOUSE RD	SEVERNA PARK, MD 21146	587
02	Anne Arundel	05032	05-032 SEVERNA PARK SR. HIGH SCHOOL	60 ROBINSON RD	SEVERNA PARK, MD 21146	432
02	Anne Arundel	05033	05-033 ANCHOR BAPTIST CHURCH	320 WEST PASADENA RD	MILLERSVILLE, MD 21108	1,136
02	Anne Arundel	05034	05-034 ASBURY TOWN-NECK UNITED METH. CH.	429 ASBURY DR	SEVERNA PARK, MD 21146	1,116
02	Anne Arundel	06001	06-001 BATES MIDDLE SCHOOL	701 CHASE AVE	ANNAPOLIS, MD 21401	1,994
02	Anne Arundel	06002	06-002 GERMANTOWN ELEMENTARY SCHOOL	1411 CEDAR PARK RD	ANNAPOLIS, MD 21401	1,674
02	Anne Arundel	06003	06-003 WALTER MILLS/PAROLE ELEM. SCHOOL	103 CHINQUAPIN ROUND RD	ANNAPOLIS, MD 21401	1,446
02	Anne Arundel	06004	06-004 HERITAGE BAPTIST CHURCH	1740 FOREST DR	ANNAPOLIS, MD 21401	1,107
02	Anne Arundel	06005	06-005 ANNAPOLIS MIDDLE SCHOOL	1399 FOREST DR	ANNAPOLIS, MD 21403	1,332
02	Anne Arundel	06006	06-006 TYLER HEIGHTS ELEMENTARY SCHOOL	200 JANWAL ST	ANNAPOLIS, MD 21403	1,183
02	Anne Arundel	06007	06-007 GEORGETOWN EAST ELEM. SCHOOL	111 DOGWOOD RD	ANNAPOLIS, MD 21403	1,471
02	Anne Arundel	06008	06-008 EASTPORT VOLUNTEER FIRE HALL	914 BAY RIDGE AVE	ANNAPOLIS, MD 21403	1,506
02	Anne Arundel	06009	06-009 ANNAPOLIS MIDDLE SCHOOL	1399 FOREST DR	ANNAPOLIS, MD 21403	1,708
02	Anne Arundel	06010	06-010 UNITED CH. OF CHRIST OF ANNAPOLIS	8 CARVEL CIR	EDGEWATER, MD 21037	1,312
02	Anne Arundel	06011	06-011 ANNAPOLIS ELEM. SCHOOL CAFE	180 GREEN ST	ANNAPOLIS, MD 21401	1,499
02	Anne Arundel	06012	06-012 WEST ANNAPOLIS ELEM. SCHOOL	210 ANNAPOLIS ST	ANNAPOLIS, MD 21401	1,860
02	Anne Arundel	06013	06-013 ANNAPOLIS LIBRARY	1410 WEST ST	ANNAPOLIS, MD 21401	1,164
02	Anne Arundel	06014	06-014 AMERICAN LEGION POST #141	1707 FOREST DR	ANNAPOLIS, MD 21401	1,917
02	Anne Arundel	06015	06-015 SALVATION ARMY-ANNAPOLIS	351 HILLTOP LN	ANNAPOLIS, MD 21403	1,182
02	Anne Arundel	06016	06-016 EASTPORT COMMUNITY CENTER	1014 PRESIDENT STREET	ANNAPOLIS, MD 21403	872
02	Anne Arundel	06017	06-017 GEORGETOWN EAST ELEM. SCHOOL	111 DOGWOOD RD	ANNAPOLIS, MD 21403	2,003
02	Anne Arundel	06018	06-018 EASTPORT ELEMENTARY SCHOOL	420 FIFTH ST	ANNAPOLIS, MD 21403	1,868
02	Anne Arundel	06019	06-019 ANNAPOLIS SR. HIGH SCHOOL	2700 RIVA RD	ANNAPOLIS, MD 21401	1,938
02	Anne Arundel	06020	06-020 AMERICAN LEGION POST #7	1905 CROWNSVILLE RD	ANNAPOLIS, MD 21401	1,406
02	Anne Arundel	06021	06-021 ROLLING KNOLLS ELEM. SCHOOL	1985 VALLEY RD	ANNAPOLIS, MD 21401	2,752
02	Anne Arundel	06022	06-022 HOLY TEMPLE CH. OF GOD INTL.	708 BESTGATE RD	ANNAPOLIS, MD 21401	2,139
02	Anne Arundel	06023	06-023 EASTPORT-ANNAPOLIS NECK LIB.	269 HILLSMERE DR	ANNAPOLIS, MD 21403	1,570
02	Anne Arundel	06024	06-024 HILLSMERE ELEMENTARY SCHOOL	3052 ARUNDEL-ON-THE-BAY RD	ANNAPOLIS, MD 21403	1,548
02	Anne Arundel	06025	06-025 BAY RIDGE CIVIC ASSOCIATION	80 E. LAKE DRIVE	ANNAPOLIS, MD 21403	1,600
02	Anne Arundel	06026	06-026 ANNAPOLIS SR. HIGH SCHOOL	2700 RIVA ROAD	ANNAPOLIS, MD 21401	1,748
02	Anne Arundel	06027	06-027 SOUTH SHORE BAPTIST CHURCH	725 HERALD HARBOR RD	CROWNSVILLE, MD 21032	961
02	Anne Arundel	06028	06-028 SOUTH SHORE ELEM. SCHOOL	1376 FAIRFIELD LOOP RD	CROWNSVILLE, MD 21032	1,534
02	Anne Arundel	06029	06-029 WEEMS CREEK BAPTIST CHURCH	600 N BESTGATE RD	ANNAPOLIS, MD 21401	1,052
02	Anne Arundel	06030	06-030 BAY RIDGE CHRISTIAN CHURCH	1071 BAY RIDGE RD	ANNAPOLIS, MD 21403	1,621
02	Anne Arundel	06031	06-031 ST. PHILIPS EPISCOPAL CHURCH	730 BESTGATE RD	ANNAPOLIS, MD 21401	1,410

02	Annie Arundel	07001	07-001 TRACEY'S ELEMENTARY SCHOOL	20 DEALE ROAD	TRACYS LANDING, MD 20779	2,376
02	Anne Arundel	07002	07-002 DEALE ELEMENTARY SCHOOL	759 MASONS BEACH RD	DEALE, MD 20751	2,333
02	Anne Arundel	07003	07-003 SHADY SIDE ELEMENTARY SCHOOL	4859 ATWELL RD	SHADY SIDE, MD 20764	1,608
02	Anne Arundel	07004	07-004 SOUTHERN SENIOR HIGH SCHOOL	4400 SOLOMONS ISLAND RD	HARWOOD, MD 20776	1,859
02	Anne Arundel	07005	07-005 EDGEWATER ELEMENTARY SCHOOL	121 WASHINGTON RD	EDGEWATER, MD 21037	2,192
02	Anne Arundel	07006	07-006 MAYO UNITED METHODIST CHURCH	1005 OLD TURKEY POINT RD	EDGEWATER, MD 21037	2,497
02	Anne Arundel	07007	07-007 DAVIDSONVILLE ELEM. SCHOOL	962 W. CENTRAL AVE	DAVIDSONVILLE, MD 21035	2,152
02	Anne Arundel	07008	07-008 SOUTHERN SENIOR HIGH SCHOOL	4400 SOLOMONS ISLAND RD	HARWOOD, MD 20776	1,950
02	Anne Arundel	07009	07-009 LOTHIAN ELEMENTARY SCHOOL	5175 SOLOMONS ISLAND ROAD	LOTHIAN, MD 20711	2,126
02	Anne Arundel	07010	07-010 MAYO ELEMENTARY SCHOOL	1260 MAYO RIDGE ROAD	EDGEWATER, MD 21037	2,037
02	Anne Arundel	07011	07-011 SOUTH RIVER SR. HIGH SCHOOL	201 E. CENTRAL AVE	EDGEWATER, MD 21037	2,071
02	Anne Arundel	07012	07-012 RIVA VOLUNTEER FIRE HALL	3123 RIVA RD	RIVA, MD 21140	2,129
02	Anne Arundel	07013	07-013 ARUNDEL VOLUNTEER FIRE HALL	2374 DAVIDSONVILLE RD	GAMBRILLS, MD 21054	2,074
02	Anne Arundel	07014	07-014 CROFTON WOODS ELEM. SCHOOL	1750 URBY DR	CROFTON, MD 21114	1,508
02	Anne Arundel	07015	07-015 CROFTON ELEMENTARY SCHOOL	1405 DUKE OF KENT DR	CROFTON, MD 21114	1,695
02	Anne Arundel	07016	07-016 PRINCE OF PEACE CHURCH ANNEX	1657 CROFTON PKW	CROFTON, MD 21114	1,963
02	Anne Arundel	07017	07-017 CROFTON MIDDLE SCHOOL	2301 DAVIDSONVILLE RD	CROFTON, MD 21114	1,844
02	Anne Arundel	07018	07-018 CROFTON ANX.-STF. DEV. CTR.-CARVER	2671 CARVER RD	GAMBRILLS, MD 21054	2,004
02	Anne Arundel	07019	07-019 EDGEWATER LIBRARY	25 STEPNEYS LN	EDGEWATER, MD 21037	2,341
02	Anne Arundel	07020	07-020 CROFTON MEADOWS ELEM. SCH.	2020 TILGHMAN DR	CROFTON, MD 21114	1,526
02	Anne Arundel	07021	07-021 SOUTHERN MIDDLE SCHOOL	5235 SOLOMONS ISLAND RD	LOTHIAN, MD 20711	2,064
02	Anne Arundel	07022	07-022 RIVA TRACE BAPTIST CHURCH	475 WEST CENTRAL AVENUE	DAVIDSONVILLE, MD 21035	2,102
02	Anne Arundel	07023	07-023 SOUTH COUNTY SENIOR CENTER	27 STEPNEYS LN	EDGEWATER, MD 21037	1,521
02	Anne Arundel	07024	07-024 CROFTON MEADOWS ELEM. SCHOOL	2020 TILGHMAN DRIVE	CROFTON, MD 21114	2,051
02	Anne Arundel	07025	07-025 ST. MATTHEWS UNITED METH. CHURCH	6234 SHADY SIDE RD	SHADY SIDE, MD 20764	1,947
02	Anne Arundel	07026	07-026 CROFTON WOODS ELEM. SCHOOL	1750 URBY DR	CROFTON, MD 21114	1,511
02	Anne Arundel	07027	07-027 CENTRAL MIDDLE SCH.-ACTIVITY CTR.	221 E CENTRAL AVE	EDGEWATER, MD 21037	1,094
03	Baltimore City	01001	SCHOOL #47 HAMPSTEAD HILL ELEM (01001)	500 S LINWOOD AVE	BALTIMORE, MD 21224	1,109
03	Baltimore City	01002	ENGINE HOUSE #5 (01002)	EASTERN & COLLINGTON AVES	BALTIMORE, MD 21231	1,680
03	Baltimore City	01003	SCHOOL #47 HAMPSTEAD HILL ELEM (01003)	500 S LINWOOD AVE	BALTIMORE, MD 21224	1,438
03	Baltimore City	01004	ST BRIGID'S PARISH CTR (01004)	900 S EAST AVE	BALTIMORE, MD 21224	2,013
03	Baltimore City	01005	HATTON SENIOR CITIZEN CTR (01005)	2825 FAIT AVE	BALTIMORE, MD 21224	2,660
03	Baltimore City	02001	ST MICHAEL'S CHURCH HALL (02001)	1 S WOLFE ST	BALTIMORE, MD 21231	911
03	Baltimore City	02002	SCHOOL #23 GENERAL WOLFE ELEM (02002)	245 S WOLFE ST	BALTIMORE, MD 21231	1,438
03	Baltimore City	02003	LEMKO HOUSE (02003)	603 S ANN ST	BALTIMORE, MD 21231	1,846
03	Baltimore City	03001	SCHOOL #57 LOMBARD MIDDLE (03001)	1601 E LOMBARD ST	BALTIMORE, MD 21231	1,387
03	Baltimore City	03002	SCHOOL #57 LOMBARD MIDDLE (03002)	1601 E LOMBARD ST	BALTIMORE, MD 21231	606
03	Baltimore City	03003	ST LEO'S CHURCH HALL (03003)	225 S EXETER ST	BALTIMORE, MD 21202	1,335
03	Baltimore City	04001	CHARLES TOWERS APTS (04001)	222 N CHARLES ST	BALTIMORE, MD 21201	1,041
03	Baltimore City	04002	STEADMAN FIRE STATION (04002)	15 S EUTAW ST	BALTIMORE, MD 21201	1,428
03	Baltimore City	04003	MURTY CTR-POE AUDITORIUM (04003)	206 N FREMONT AVE	BALTIMORE, MD 21201	511
03	Baltimore City	05001	PLEASANT VIEW GARDEN (05001)	201 N AISQUITH ST	BALTIMORE, MD 21202	1,367
03	Baltimore City	05002	MONUMENT EAST APTS (05002)	633 AISQUITH ST	BALTIMORE, MD 21202	366
03	Baltimore City	06001	SCHOOL #83 WM PACA ELEM (06001)	200 N LAKEWOOD AVE	BALTIMORE, MD 21224	1,130
03	Baltimore City	06002	SCHOOL #27 RODGERS ELEM (06002)	100 N CHESTER ST	BALTIMORE, MD 21231	538
03	Baltimore City	06003	SCHOOL #27 RODGERS ELEM (06003)	100 N CHESTER ST	BALTIMORE, MD 21231	421
03	Baltimore City	06004	SCHOOL #27 RODGERS ELEM (06004)	100 N CHESTER ST	BALTIMORE, MD 21231	926
03	Baltimore City	06005	SCHOOL #83 WM PACA ELEM (06005)	200 N LAKEWOOD AVE	BALTIMORE, MD 21224	2,033
03	Baltimore City	07001	DUNBAR DAY CARE CENTER (07001)	621 N EDEN ST	BALTIMORE, MD 21205	950
03	Baltimore City	07002	SCHOOL #13 TENCH TILGHMAN ELEM (07002)	600 N PATTERSON PARK AVE	BALTIMORE, MD 21205	339
03	Baltimore City	07003	SCHOOL #13 TENCH TILGHMAN ELEM (07003)	600 N PATTERSON PARK AVE	BALTIMORE, MD 21205	2,047
03	Baltimore City	07004	BOCEK PLAYFIELD (07004)	3000 E MADISON ST	BALTIMORE, MD 21205	2,128
03	Baltimore City	08001	THE MARYLAND STATE BOYCHOIR CENTER FOR THE ARTS (08001)	3400 NORMAN AVENUE	BALTIMORE, MD 21213	1,001
03	Baltimore City	08002	THE MARYLAND STATE BOYCHOIR CENTER FOR THE ARTS (08002)	3400 NORMAN AVENUE	BALTIMORE, MD 21213	1,163
03	Baltimore City	08003	CATHOLIC HIGH SCHOOL (08003)	2800 EDISON HWY	BALTIMORE, MD 21213	1,648
03	Baltimore City	08004	SCHOOL #36 HARFORD HGTS PRIMARY (08004)	1919 N BROADWAY	BALTIMORE, MD 21213	428
03	Baltimore City	08005	SCHOOL #36 HARFORD HGTS PRIMARY (08005)	1919 N BROADWAY	BALTIMORE, MD 21213	1,716
03	Baltimore City	08006	SCHOOL #250 DR. BERNARD HARRIS, SR ELEM (08006)	1400 N CAROLINE ST	BALTIMORE, MD 21213	1,815
03	Baltimore City	08007	SCHOOL #250 DR. BERNARD HARRIS SR, ELEM (08007)	1400 N CAROLINE ST	BALTIMORE, MD 21213	458
03	Baltimore City	08008	TRUCK CO #15 (08008)	MONTFORD AVE & MURA ST	BALTIMORE, MD 21213	774
03	Baltimore City	08009	COLLINGTON SQ REC CTR (08009)	1409 N COLLINGTON AVE	BALTIMORE, MD 21213	1,061
03	Baltimore City	08010	SCHOOL #85 FT WORTHINGTON ELEM (08010)	2701 E OLIVER ST	BALTIMORE, MD 21213	3,104
03	Baltimore City	08011	SCHOOL #86 LAKEWOOD ELEM (08011)	2625 E FEDERAL ST	BALTIMORE, MD 21213	525
03	Baltimore City	09001	CHURCH OF THE REDEEMED (09001)	4321 OLD YORK RD	BALTIMORE, MD 21212	603
03	Baltimore City	09002	ELLERSLIE APTS (09002)	601 WYANOKE AVE	BALTIMORE, MD 21218	800
03	Baltimore City	09003	SCHOOL #51 WAVERLY ELEM (09003)	3400 ELLERSLIE AVE-ENTRANCE 34TH ST	BALTIMORE, MD 21218	1,305
03	Baltimore City	09004	SCHOOL #51 WAVERLY ELEM (09004)	3400 ELLERSLIE AVE-ENTRANCE 34TH ST	BALTIMORE, MD 21218	1,756

03	Baltimore City	09005	SCHOOL #410 MERVO TECH HIGH (09005)	3500 HILLEN RD - ENTRANCE TIVOLY AVE	BALTIMORE, MD 21218	1,527
03	Baltimore City	09006	SCHOOL #410 MERVO TECH HIGH (09006)	3500 HILLEN RD - ENTRANCE TIVOLY AVE	BALTIMORE, MD 21218	1,835
03	Baltimore City	09007	SCHOOL #44 MONTEBELLO ELEM (09007)	2040 E 32ND ST	BALTIMORE, MD 21218	1,647
03	Baltimore City	09008	MASON HALL (09008)	1640-44 GORSUCH AVE	BALTIMORE, MD 21218	1,550
03	Baltimore City	09009	SCHOOL #31 COLDSTREAM PARK ELEM (09009)	1400 EXETER HALL AVE	BALTIMORE, MD 21218	797
03	Baltimore City	09010	ENGINE HOUSE #31 (09010)	3123 GREENMOUNT AVE	BALTIMORE, MD 21218	1,099
03	Baltimore City	09011	SCHOOL #31 COLDSTREAM PARK ELEM (09011)	1400 EXETER HALL AVE	BALTIMORE, MD 21218	330
03	Baltimore City	09012	MASON HALL (09012)	1640-44 GORSUCH AVE	BALTIMORE, MD 21218	1,415
03	Baltimore City	09013	SCHOOL #7 CECIL ELEM (09013)	2000 CECIL AVE	BALTIMORE, MD 21218	875
03	Baltimore City	09014	SCHOOL #7 CECIL ELEM (09014)	2000 CECIL AVE	BALTIMORE, MD 21218	1,432
03	Baltimore City	09015	OLIVER MULTI-PURPOSE CTR (09015)	1400 E FEDERAL ST	BALTIMORE, MD 21213	1,716
03	Baltimore City	10001	SCHOOL #16 JOHNSTON SQ ELEM (10001)	1101 VALLEY ST	BALTIMORE, MD 21202	1,017
03	Baltimore City	10002	WATERS TOWER (10002)	1400 E MADISON ST	BALTIMORE, MD 21205	1,144
03	Baltimore City	10003	LATROBE HOMES (10003)	900 E MADISON ST	BALTIMORE, MD 21202	582
03	Baltimore City	10004	SCHOOL #16 JOHNSTON SQ ELEM (10004)	1101 VALLEY ST	BALTIMORE, MD 21202	676
03	Baltimore City	11001	CHASE HOUSE (11001)	1027 CATHEDRAL ST	BALTIMORE, MD 21201	1,224
03	Baltimore City	11002	CHASE HOUSE (11002)	1027 CATHEDRAL ST	BALTIMORE, MD 21201	423
03	Baltimore City	11003	BROWN MEMORIAL CHURCH (11003)	1316 PARK AVENUE	BALTIMORE, MD 21217	1,124
03	Baltimore City	11004	MCCULLOH HOMES (11004)	501 DOLPHIN ST	BALTIMORE, MD 21217	932
03	Baltimore City	11005	CHASE HOUSE (11005)	1027 CATHEDRAL ST	BALTIMORE, MD 21201	503
03	Baltimore City	11006	CENTRAL LIBRARY (11006)	400 CATHEDRAL ST	BALTIMORE, MD 21201	1,954
03	Baltimore City	11007	WAXTER CTR (11007)	1000 CATHEDRAL ST	BALTIMORE, MD 21201	1,266
03	Baltimore City	12001	1ST ENGLISH LUTHERAN CHURCH (12001)	3807 N CHARLES ST	BALTIMORE, MD 21218	1,410
03	Baltimore City	12002	1ST ENGLISH LUTHERAN CHURCH (12002)	3807 N CHARLES ST	BALTIMORE, MD 21218	1,504
03	Baltimore City	12003	THE GREENMOUNT SCHOOL (12003)	501 W 30TH ST	BALTIMORE, MD 21211	593
03	Baltimore City	12004	LIBRARY #9 (12004)	33RD & BARCLAY STS	BALTIMORE, MD 21218	1,250
03	Baltimore City	12005	LIBRARY #9 (12005)	33RD & BARCLAY STS	BALTIMORE, MD 21218	1,126
03	Baltimore City	12006	SCHOOL #54 BARCLAY ELEM (12006)	2900 BARCLAY ST	BALTIMORE, MD 21218	873
03	Baltimore City	12007	SCHOOL #54 BARCLAY ELEM (12007)	2900 BARCLAY ST	BALTIMORE, MD 21218	1,209
03	Baltimore City	12008	SCHOOL #53 BRENT ELEM (12008)	100 E 26TH ST	BALTIMORE, MD 21218	1,261
03	Baltimore City	12009	THE WYMAN HOUSE (12009)	123 W 29TH ST	BALTIMORE, MD 21218	1,360
03	Baltimore City	12010	THE BRENTWOOD APTS (12010)	401 E 25TH ST	BALTIMORE, MD 21218	1,358
03	Baltimore City	12011	THE WEST TWENTY APTS (12011)	11 W 20TH ST	BALTIMORE, MD 21218	895
03	Baltimore City	12012	SCHOOL #39 D F NICHOLAS SR ELEM (12012)	201 E 21ST ST	BALTIMORE, MD 21218	1,004
03	Baltimore City	13001	KESWICK MULTI-CARE CTR (13001)	700 W 40TH ST	BALTIMORE, MD 21211	1,481
03	Baltimore City	13002	ENGINE HOUSE #21 (13002)	UNION & ROLAND AVES	BALTIMORE, MD 21211	1,021
03	Baltimore City	13003	SCHOOL #56 ROBERT POOLE MIDDLE (13003)	1300 W 36TH ST	BALTIMORE, MD 21211	1,630
03	Baltimore City	13004	SCHOOL #249 MEDFIELD HGTS ELEM (13004)	4300 BUCHANAN AVE	BALTIMORE, MD 21211	938
03	Baltimore City	13005	SHILOH UNITED CHURCH APOSTOLIC (13005)	2000 DRUID PARK DRIVE	BALTIMORE, MD 21211	673
03	Baltimore City	13006	ENGINE HOUSE #52 (13006)	3525 WOODBROOK AVE	BALTIMORE, MD 21217	635
03	Baltimore City	13007	SCHOOL #24 WESTSIDE ELEM (13007)	2235 N FULTON AVE	BALTIMORE, MD 21217	1,290
03	Baltimore City	13008	BETH AM IN TOWN SYNAGOGUE (13008)	2501 EUTAW PL	BALTIMORE, MD 21217	1,520
03	Baltimore City	13009	LAKEVIEW TOWER APTS (13009)	727 DRUID PK LK DR	BALTIMORE, MD 21217	965
03	Baltimore City	13010	SCHOOL #61 JOHN EAGER HOWARD ELEM (13010)	2011 LINDEN AVE	BALTIMORE, MD 21217	1,557
03	Baltimore City	13011	SCHOOL #55 HAMPDEN ELEM (13011)	3608 CHESTNUT AVE	BALTIMORE, MD 21211	1,749
03	Baltimore City	13012	SCHOOL #55 HAMPDEN ELEM (13012)	3608 CHESTNUT AVE	BALTIMORE, MD 21211	916
03	Baltimore City	14001	MT ROYAL RECREATION CTR (14001)	120 W MOSHER ST	BALTIMORE, MD 21217	619
03	Baltimore City	14002	MT ROYAL RECREATION CTR (14002)	120 W MOSHER ST	BALTIMORE, MD 21217	1,256
03	Baltimore City	14003	ENGINE HOUSE #13 (14003)	MCCULLOH & MCMECHEN STS	BALTIMORE, MD 21217	797
03	Baltimore City	14004	SCHOOL #11 EUTAW-MARSHBURN ELEM (14004)	1624 EUTAW PL	BALTIMORE, MD 21217	1,898
03	Baltimore City	14005	LIBRARY #17 (14005)	1531 W NORTH AVE AT PENNS	BALTIMORE, MD 21217	440
03	Baltimore City	15001	SCHOOL #177 GEORGE MCMECHEN JR/SR (15001)	4411 GARRISON BLVD	BALTIMORE, MD 21215	1,400
03	Baltimore City	15002	SCHOOL #406 FOREST PARK HIGH (15002)	3701 ELDORADO AVE	BALTIMORE, MD 21207	774
03	Baltimore City	15003	SCHOOL #251 CALLAWAY ELEM (15003)	3701 FERNHILL AVE	BALTIMORE, MD 21215	2,225
03	Baltimore City	15004	SCHOOL #58 ASHBURTON ELEM (15004)	3935 HILTON RD	BALTIMORE, MD 21215	660
03	Baltimore City	15005	SCHOOL #58 ASHBURTON ELEM (15005)	3935 HILTON RD	BALTIMORE, MD 21215	1,186
03	Baltimore City	15006	SCHOOL #60 GWYNNNS FALLS ELEM (15006)	2700 GWYNNNS FALLS PKWY	BALTIMORE, MD 21216	1,552
03	Baltimore City	15007	SCHOOL #21 HILTON ELEM (15007)	3301 CARLISLE AVE	BALTIMORE, MD 21216	1,263
03	Baltimore City	15008	LIBERTY GRACE CHURCH OF GOD (15008)	3400 COPLEY RD	BALTIMORE, MD 21215	665
03	Baltimore City	15009	SCHOOL #64 LIBERTY ELEM (15009)	3901 MAINE AVE	BALTIMORE, MD 21207	2,465
03	Baltimore City	15010	SCHOOL #87 WINDSOR HILL ELEM (15010)	4001 ALTO RD	BALTIMORE, MD 21216	1,273
03	Baltimore City	15011	SCHOOL #67 EDGEWOOD ELEM (15011)	1900 EDGEWOOD ST	BALTIMORE, MD 21216	1,190
03	Baltimore City	15012	LIBRARY #8 (15012)	3203 W NORTH AVE	BALTIMORE, MD 21216	289
03	Baltimore City	15013	LIBRARY #8 (15013)	3203 W NORTH AVE	BALTIMORE, MD 21216	704
03	Baltimore City	15014	SCHOOL #60 GWYNNNS FALLS ELEM (15014)	2700 GWYNNNS FALLS PKWY	BALTIMORE, MD 21216	1,304
03	Baltimore City	15015	EASTERWOOD PARK REC CTR (15015)	1530 N BENTALOU ST	BALTIMORE, MD 21216	793
03	Baltimore City	15016	SCHOOL #454 CARVER VOC-TECH HIGH (15016)	2201 PRESSMAN ST	BALTIMORE, MD 21216	951

03	Baltimore City	15017	SCHOOL #29 HENSON ELEM (15017)	1600 N PAYSON ST	BALTIMORE, MD 21217	1,659
03	Baltimore City	15018	SCHOOL #107 GILMOR ELEM (15018)	1311 N GILMOR ST	BALTIMORE, MD 21217	1,114
03	Baltimore City	15019	SCHOOL #157 GEORGE G KELSON ELEM (15019)	701 GOLD ST	BALTIMORE, MD 21217	1,527
03	Baltimore City	15020	SCHOOL #142 COLEMAN ELEM (15020)	2400 WINDSOR AVE	BALTIMORE, MD 21216	2,190
03	Baltimore City	15021	ENGINE HOUSE #52 (15021)	3525 WOODBROOK AVE	BALTIMORE, MD 21217	958
03	Baltimore City	15022	GREENHILL HOUSING (15022)	2501 VIOLET AVE	BALTIMORE, MD 21215	1,207
03	Baltimore City	15023	SCHOOL #254 DR MARTIN L KING JR ELEM (15023)	3750 GREENSPRING AVE	BALTIMORE, MD 21217	1,576
03	Baltimore City	15024	TOWANDA REC CTR (15024)	4100 TOWANDA AVE	BALTIMORE, MD 21215	1,830
03	Baltimore City	15025	TOWANDA REC CTR (15025)	4100 TOWANDA AVE	BALTIMORE, MD 21215	777
03	Baltimore City	16001	SCHOOL #28 PINDERHUGHES ELEM (16001)	1200 N FREMONT AVE	BALTIMORE, MD 21217	751
03	Baltimore City	16002	SCHOOL #35 HARLEM PARK ELEM (16002)	801 N STRICKER ST	BALTIMORE, MD 21217	1,374
03	Baltimore City	16003	SCHOOL #35 HARLEM PARK ELEM (16003)	801 N STRICKER ST	BALTIMORE, MD 21217	893
03	Baltimore City	16004	SCHOOL #138 TUBMAN ELEM (16004)	1807 HARLEM AVE	BALTIMORE, MD 21217	729
03	Baltimore City	16005	SANDTOWN/WINCHESTER COMM CTR (16005)	1114 N MOUNT ST	BALTIMORE, MD 21217	1,747
03	Baltimore City	16006	SCHOOL #75 CALVERTON MIDDLE (16006)	1100 WHITMORE AVE	BALTIMORE, MD 21216	1,472
03	Baltimore City	16007	EMPOWERMENT ACADEMY ELEM SCH 262 (16007)	851 BRADDISH AVE	BALTIMORE, MD 21216	896
03	Baltimore City	16008	EMPOWERMENT ACADEMY ELEM SCH 262 (16008)	851 BRADDISH AVE	BALTIMORE, MD 21216	1,359
03	Baltimore City	16009	SCHOOL #145 HAMILTON ELEM (16009)	800 POPLAR GROVE ST	BALTIMORE, MD 21216	1,514
03	Baltimore City	16010	SCHOOL #75 CALVERTON MIDDLE (16010)	1100 WHITMORE AVE	BALTIMORE, MD 21216	901
03	Baltimore City	16011	SCHOOL #63 ROSEMONT ELEM (16011)	2777 PRESSTMAN ST	BALTIMORE, MD 21216	865
03	Baltimore City	16012	SCHOOL #217 BELMONT ELEM (16012)	1406 N ELLAMONT ST	BALTIMORE, MD 21216	1,599
03	Baltimore City	16013	ST BERNARDINE'S HALL (16013)	614 MT HOLLY ST	BALTIMORE, MD 21229	1,654
03	Baltimore City	16014	SCHOOL #88 LYNDBURST ELEM (16014)	621 WILDWOOD PKYW	BALTIMORE, MD 21229	2,780
03	Baltimore City	17001	MCCULLOH HOMES (17001)	501 DOLPHIN ST	BALTIMORE, MD 21217	1,636
03	Baltimore City	17002	PROVIDENCE INSP BAP CHURCH (17002)	850 EDMONDSON AVE	BALTIMORE, MD 21201	1,116
03	Baltimore City	18001	GREATER MODEL COMMUNITY CENTER (18001)	1051 W SARATOGA ST	BALTIMORE, MD 21223	1,050
03	Baltimore City	18002	SCHOOL #10 MCHENRY ELEM (18002)	31 S SCHROEDER ST	BALTIMORE, MD 21223	1,494
03	Baltimore City	19001	SCHOOL #95 FRANKLIN SQ ELEM (19001)	1400 W LEXINGTON ST	BALTIMORE, MD 21223	1,199
03	Baltimore City	19002	SCHOOL #4 STEUART HILL ELEM (19002)	30 S GILMOR ST	BALTIMORE, MD 21223	1,926
03	Baltimore City	20001	SCHOOL #150 BENTALOU ELEM (20001)	220 N BENTALOU ST	BALTIMORE, MD 21223	1,541
03	Baltimore City	20002	SCHOOL #4 STEUART HILL ELEM (20002)	30 S GILMOR ST	BALTIMORE, MD 21223	658
03	Baltimore City	20003	SCHOOL #260 FREDERICK ELEM (20003)	2501 FREDERICK AVE	BALTIMORE, MD 21223	2,006
03	Baltimore City	20004	VOTING MACHINE WAREHOUSE (20004)	301 N FRANKLINTOWN RD	BALTIMORE, MD 21223	220
03	Baltimore City	20005	HILTON REC CTR (20005)	2950 PHELPS LN	BALTIMORE, MD 21229	961
03	Baltimore City	20006	MARY E RODMAN REC CTR (20006)	3600 W MULBERRY ST	BALTIMORE, MD 21229	3,017
03	Baltimore City	20007	SCHOOL #73 SARAH M ROACH ELEM (20007)	3434 OLD FREDERICK RD	BALTIMORE, MD 21229	1,959
03	Baltimore City	20008	SCHOOL #73 SARAH M ROACH ELEM (20008)	3434 OLD FREDERICK RD	BALTIMORE, MD 21229	533
03	Baltimore City	20009	ACADEMY OF SUCCESS (20009)	525 HURLEY AVE	BALTIMORE, MD 21223	516
03	Baltimore City	20010	SCHOOL #260 FREDERICK ELEM (20010)	2501 FREDERICK AVE	BALTIMORE, MD 21223	416
03	Baltimore City	20011	SCHOOL #98 SAMUEL F B MORSE ELEM (20011)	424 S PULASKI ST	BALTIMORE, MD 21223	1,388
03	Baltimore City	21001	SCHOOL #22 GEORGE WASHINGTON ELEM (21001)	800 SCOTT ST	BALTIMORE, MD 21230	705
03	Baltimore City	21002	SCHOOL #22 GEORGE WASHINGTON ELEM (21002)	800 SCOTT ST	BALTIMORE, MD 21230	1,165
03	Baltimore City	21003	SCHOOL #34 CHARLES CARROLL ELEM (21003)	1327 WASHINGTON BLVD	BALTIMORE, MD 21230	1,349
03	Baltimore City	21004	SCHOOL #22 GEORGE WASHINGTON ELEM (21004)	800 SCOTT ST	BALTIMORE, MD 21230	377
03	Baltimore City	22001	CHRIST CHURCH HARBOR APTS., INC. (22001)	600 LIGHT STREET	BALTIMORE, MD 21230	905
03	Baltimore City	22002	ENGINE HOUSE #2 (22002)	800 LIGHT ST	BALTIMORE, MD 21230	1,261
03	Baltimore City	23001	SOUTH BALTIMORE LEARNING CTR (23001)	28 E OSTEND ST-ENTRANCE PATAPSCO ST	BALTIMORE, MD 21230	1,182
03	Baltimore City	23002	SOLO GIBBS (PAL) CTR (23002)	1044 LEADENHALL ST AT CROSS ST	BALTIMORE, MD 21230	822
03	Baltimore City	23003	SCHOOL #84 JOHNSON ELEM (23003)	100 E HEATH ST	BALTIMORE, MD 21230	1,517
03	Baltimore City	24001	SCHOOL #45 FEDERAL HILL ELEM (24001)	1040 WILLIAM ST	BALTIMORE, MD 21230	599
03	Baltimore City	24002	HOLY CROSS CHURCH HALL (24002)	108 E WEST ST	BALTIMORE, MD 21230	727
03	Baltimore City	24003	SCHOOL #416 DIGITAL HARBOR HIGH (24003)	1100 COVINGTON ST	BALTIMORE, MD 21230	1,546
03	Baltimore City	24004	SCHOOL #84 JOHNSON ELEM (24004)	100 E HEATH ST	BALTIMORE, MD 21230	2,085
03	Baltimore City	24005	SCHOOL #76 F SCOTT KEY ELEM (24005)	1425 E FORT AVE	BALTIMORE, MD 21230	2,061
03	Baltimore City	25001	SCHOOL #246 BEECHFIELD ELEM (25001)	301 S BEECHFIELD AVE	BALTIMORE, MD 21229	2,134
03	Baltimore City	25002	SCHOOL #246 BEECHFIELD ELEM (25002)	301 S BEECHFIELD AVE	BALTIMORE, MD 21229	1,614
03	Baltimore City	25003	SCHOOL #226 VIOLETVILLE ELEM/MID (25003)	1207 PINE HGTS AVE	BALTIMORE, MD 21229	2,010
03	Baltimore City	25004	SCHOOL #220 MORRELL PARK ELEM/MID (25004)	2601 TOLLEY ST	BALTIMORE, MD 21230	1,956
03	Baltimore City	25005	SCHOOL #12 LAKELAND ELEM/MID (25005)	2921 STRANDEN RD (REC CTR)	BALTIMORE, MD 21230	1,706
03	Baltimore City	25006	SCHOOL #225 WESTPORT ELEM (25006)	2401 NEVADA ST	BALTIMORE, MD 21230	912
03	Baltimore City	25007	ENGINE HOUSE #58 (25007)	2425 & 1/2 ANNAPOLIS RD	BALTIMORE, MD 21230	453
03	Baltimore City	25008	SCHOOL #164 ARUNDEL ELEM (25008)	2400 ROUND RD	BALTIMORE, MD 21225	2,072
03	Baltimore City	25009	SCHOOL #163 PATAPSCO ELEM (25009)	844 ROUNDVIEW RD	BALTIMORE, MD 21225	1,065
03	Baltimore City	25010	SCHOOL #181 SOUTHSIDE ACADEMY (25010)	2700 SEAMON AVE	BALTIMORE, MD 21225	1,243
03	Baltimore City	25011	SCHOOL #203 FARRING ELEM (25011)	300 PONTIAC AVE	BALTIMORE, MD 21225	569
03	Baltimore City	25012	ST ROSE OF LIMA CHURCH (25012)	410 JEFFREY ST	BALTIMORE, MD 21225	1,148
03	Baltimore City	25013	BROOKLYN REC CTR (PAL CTR) (25013)	3560 THIRD ST	BALTIMORE, MD 21225	639

03	Baltimore City	25014	BROOKLYN HOMES (25014)	4140 TENTH ST	BALTIMORE, MD 21225	857
03	Baltimore City	25015	SCHOOL #239 FRANKLIN JR HIGH (25015)	1201 CAMBRIA ST	BALTIMORE, MD 21225	912
03	Baltimore City	25016	CURTIS BAY REC CTR (25016)	1620 FILBERT ST	BALTIMORE, MD 21226	1,210
03	Baltimore City	26001	ST HELENA COMMUNITY ASSOC (26001)	6509 COLGATE AVE	BALTIMORE, MD 21222	315
03	Baltimore City	26002	SCHOOL #240 GRACELAND PARK ELEM (26002)	6300 O'DONNELL ST	BALTIMORE, MD 21224	1,512
03	Baltimore City	26003	SCHOOL #240 GRACELAND PARK ELEM (26003)	6300 O'DONNELL ST	BALTIMORE, MD 21224	1,136
03	Baltimore City	26004	SCHOOL #405 PATTERSON SR HIGH (26004)	100 KANE ST	BALTIMORE, MD 21224	919
03	Baltimore City	26005	JOSEPH LEE FIELDHOUSE (26005)	5900 E PRATT ST	BALTIMORE, MD 21224	449
03	Baltimore City	26006	SCHOOL #228 RUHRAH ELEM (26006)	701 S RAPPOLLA ST	BALTIMORE, MD 21224	832
03	Baltimore City	26007	ST NICHOLAS' CHURCH HALL (26007)	REAR - 520 S PONCA ST	BALTIMORE, MD 21224	685
03	Baltimore City	26008	CANTON BAPTIST CHURCH (26008)	3302 TOONE ST	BALTIMORE, MD 21224	533
03	Baltimore City	26009	SCHOOL #230 CANTON MIDDLE (26009)	801 S HIGHLAND AVE	BALTIMORE, MD 21224	2,267
03	Baltimore City	26010	SCHOOL #215 HIGHLANDTOWN ELEM (26010)	3223 E PRATT ST	BALTIMORE, MD 21224	1,887
03	Baltimore City	26011	JOHN BOOTH SR CTR (26011)	229 1/2 EATON ST	BALTIMORE, MD 21224	825
03	Baltimore City	26012	ENGINE HOUSE #51 (26012)	646 N HIGHLAND AVE	BALTIMORE, MD 21205	543
03	Baltimore City	26013	CARROLL COOK REC CTR (26013)	5061 E EAGER ST	BALTIMORE, MD 21202	708
03	Baltimore City	26014	COMMUNITY BUILDING (26014)	931 ARMISTEAD WAY	BALTIMORE, MD 21205	714
03	Baltimore City	26015	SCHOOL #105 MORAVIA PARK UPPER BLDG (26015)	6001 FRANKFORD AVE	BALTIMORE, MD 21206	1,153
03	Baltimore City	26016	SCHOOL #170 THURGOOD MARSHALL MIDDLE (26016)	5001 SINCLAIR LN	BALTIMORE, MD 21206	1,168
03	Baltimore City	26017	CLAREMONT (26017)	4320 CLAREWAY	BALTIMORE, MD 21213	230
03	Baltimore City	26018	SCHOOL #248 SINCLAIR LANE ELEM (26018)	3880 SINCLAIR LN	BALTIMORE, MD 21213	2,339
03	Baltimore City	26019	LIBRARY #29 (26019)	3801 ERDMAN AVE	BALTIMORE, MD 21213	1,243
03	Baltimore City	26020	SCHOOL #231 BREHMS LANE ELEM (26020)	3536 BREHMS LN	BALTIMORE, MD 21213	630
03	Baltimore City	26021	SCHOOL #231 BREHMS LANE ELEM (26021)	3536 BREHMS LN	BALTIMORE, MD 21213	2,251
03	Baltimore City	26022	JERUSALEM LUTH CHURCH (26022)	4605 BELAIR RD	BALTIMORE, MD 21206	626
03	Baltimore City	26023	JERUSALEM LUTH CHURCH (26023)	4605 BELAIR RD	BALTIMORE, MD 21206	942
03	Baltimore City	26024	SCHOOL #49 NORTHEAST MIDDLE (26024)	5001 MORAVIA RD	BALTIMORE, MD 21206	1,771
03	Baltimore City	26025	SCHOOL #206 FURLEY ELEM (26025)	4633 FURLEY AVE	BALTIMORE, MD 21206	1,378
03	Baltimore City	26026	SCHOOL #211 GARDENVILLE ELEM (26026)	5300 BELAIR RD	BALTIMORE, MD 21206	1,426
03	Baltimore City	26027	SCHOOL #210 HAZELWOOD ELEM (26027)	4517 HAZELWOOD AVE	BALTIMORE, MD 21206	1,130
03	Baltimore City	26028	SCHOOL #210 HAZELWOOD ELEM (26028)	4517 HAZELWOOD AVE	BALTIMORE, MD 21206	968
03	Baltimore City	26029	SCHOOL #210 HAZELWOOD ELEM (26029)	4517 HAZELWOOD AVE	BALTIMORE, MD 21206	3,454
03	Baltimore City	26030	ENGINE HOUSE #54 (26030)	5821 BELAIR RD	BALTIMORE, MD 21206	740
03	Baltimore City	26031	ENGINE HOUSE #54 (26031)	5821 BELAIR RD	BALTIMORE, MD 21206	601
03	Baltimore City	27001	JERUSALEM EV LUTHERAN CHURCH (27001)	4605 BELAIR RD	BALTIMORE, MD 21206	1,817
03	Baltimore City	27002	RAY OF HOPE BAPTIST CHURCH (27002)	3000 PARKSIDE DR	BALTIMORE, MD 21214	579
03	Baltimore City	27003	ENGINE HOUSE #42 (27003)	4522 HARFORD RD	BALTIMORE, MD 21214	581
03	Baltimore City	27004	HARFORD CTR FOR SR CITIZENS (27004)	4920 HARFORD RD	BALTIMORE, MD 21214	490
03	Baltimore City	27005	SCHOOL #41 HAMILTON MIDDLE (27005)	5609 SEFTON AVE	BALTIMORE, MD 21214	1,945
03	Baltimore City	27006	SCHOOL #211 GARDENVILLE ELEM (27006)	5300 BELAIR RD	BALTIMORE, MD 21206	2,529
03	Baltimore City	27007	SCHOOL #235 GLENMOUNT ELEM/MID (27007)	6211 WALTHER AVE	BALTIMORE, MD 21206	1,041
03	Baltimore City	27008	SCHOOL #235 GLENMOUNT ELEM/MID (27008)	6211 WALTHER AVE	BALTIMORE, MD 21206	2,004
03	Baltimore City	27009	ENGINE HOUSE #56 (27009)	6512 HARFORD RD	BALTIMORE, MD 21234	1,204
03	Baltimore City	27010	OVERLEA UNITED METH CHURCH (27010)	3902 OVERLEA AVE	BALTIMORE, MD 21206	620
03	Baltimore City	27011	WOODHOME REC CTR (27011)	7310 MOYER AVE	BALTIMORE, MD 21234	2,076
03	Baltimore City	27012	NORTH HARFORD REC CTR (27012)	6800 HAMLET AVE	BALTIMORE, MD 21234	522
03	Baltimore City	27013	PROFESSIONAL DEVELOPMENT CTR SCH #93 (27013)	2500 E NORTHERN PKWY	BALTIMORE, MD 21214	2,443
03	Baltimore City	27014	SCHOOL #236 HAMILTON ELEM/MID (27014)	6101 OLD HARFORD RD	BALTIMORE, MD 21214	2,162
03	Baltimore City	27015	SCHOOL #418 DR. W.E.B. DUBOIS SR HS (27015)	2201 PINWOOD AVE	BALTIMORE, MD 21214	1,704
03	Baltimore City	27016	SCHOOL #212 GARRETT HGTS ELEM (27016)	2800 AILSA AVE	BALTIMORE, MD 21214	551
03	Baltimore City	27017	SCHOOL #212 GARRETT HGTS ELEM (27017)	2800 AILSA AVE	BALTIMORE, MD 21214	1,063
03	Baltimore City	27018	ENGINE HOUSE #42 (27018)	4522 HARFORD RD	BALTIMORE, MD 21214	1,760
03	Baltimore City	27019	SCHOOL #219 YORKWOOD ELEM (27019)	5931 YORKWOOD RD	BALTIMORE, MD 21239	622
03	Baltimore City	27020	SCHOOL #245 LEITH WALK ELEM SCH (27020)	1235 SHERWOOD AVENUE	BALTIMORE, MD 21239	2,103
03	Baltimore City	27021	SCHOOL #219 YORKWOOD ELEM (27021)	5931 YORKWOOD RD	BALTIMORE, MD 21239	2,100
03	Baltimore City	27022	SCHOOL #242 NORTHWOOD ELEM (27022)	5201 LOCH RAVEN BLVD	BALTIMORE, MD 21239	2,427
03	Baltimore City	27023	SCHOOL #242 NORTHWOOD ELEM (27023)	5201 LOCH RAVEN BLVD	BALTIMORE, MD 21239	525
03	Baltimore City	27024	SCHOOL #242 NORTHWOOD ELEM (27024)	5201 LOCH RAVEN BLVD	BALTIMORE, MD 21239	599
03	Baltimore City	27025	NORTHWOOD APPOLD COMM ACADEMY (27025)	4417 LOCH RAVEN BLVD	BALTIMORE, MD 21218	1,264
03	Baltimore City	27026	LIBRARY #10 (27026)	4420 LOCH RAVEN BLVD	BALTIMORE, MD 21218	914
03	Baltimore City	27027	LIBRARY #10 (27027)	4420 LOCH RAVEN BLVD	BALTIMORE, MD 21218	1,551
03	Baltimore City	27028	SCHOOL #46 CHINQUAPIN MIDDLE (27028)	900 WOODBOURNE AVE AT TUNBRIDGE	BALTIMORE, MD 21212	1,278
03	Baltimore City	27029	SCHOOL #46 CHINQUAPIN MIDDLE (27029)	900 WOODBOURNE AVE AT TUNBRIDGE	BALTIMORE, MD 21212	823
03	Baltimore City	27030	SCHOOL #242 NORTHWOOD ELEM (27030)	5201 LOCH RAVEN BLVD	BALTIMORE, MD 21239	1,369
03	Baltimore City	27031	SCHOOL #245 LEITH WALK ELEM (27031)	1235 SHERWOOD AVE	BALTIMORE, MD 21239	1,949
03	Baltimore City	27032	NORTHSIDE BAPTIST CHURCH (27032)	1100 E NORTHERN PKWY	BALTIMORE, MD 21239	2,068
03	Baltimore City	27033	SCHOOL #213 GOVANS ELEM (27033)	500 CAMPBELL LN AT GOVANE	BALTIMORE, MD 21212	2,121

03	Baltimore City	27034	DEWEESE REC CTR/ PAL CTR (27034)	5501 IVANHOE AVE	BALTIMORE, MD 21212	1,451
03	Baltimore City	27035	SCHOOL #209 WINSTON MIDDLE (27035)	1101 WINSTON AVE	BALTIMORE, MD 21212	2,765
03	Baltimore City	27036	SCHOOL #214 GUILFORD MIDDLE (27036)	4520 YORK RD	BALTIMORE, MD 21212	937
03	Baltimore City	27037	SCHOOL #214 GUILFORD MIDDLE (27037)	4520 YORK RD	BALTIMORE, MD 21212	623
03	Baltimore City	27038	GOVANS MANOR (27038)	5220 YORK RD	BALTIMORE, MD 21212	1,588
03	Baltimore City	27039	ST MARY'S CHURCH OF GOVANS (27039)	5502 YORK RD	BALTIMORE, MD 21212	771
03	Baltimore City	27040	GRACE UNITED METHODIST CHURCH (27040)	5407 N CHARLES ST	BALTIMORE, MD 21210	1,470
03	Baltimore City	27041	GRACE UNITED METHODIST CHURCH (27041)	5407 N CHARLES ST	BALTIMORE, MD 21210	1,695
03	Baltimore City	27042	FIRST CHRISTIAN CHURCH (27042)	5802 ROLAND AVE	BALTIMORE, MD 21210	1,509
03	Baltimore City	27043	SCHOOL #407 WESTERN HIGH (27043)	4600 FALLS RD	BALTIMORE, MD 21209	750
03	Baltimore City	27044	SCHOOL #233 ROLAND PARK MIDDLE (27044)	5207 ROLAND AVE	BALTIMORE, MD 21210	1,095
03	Baltimore City	27045	ST DAVID'S CHURCH (27045)	4700 ROLAND AVE	BALTIMORE, MD 21210	1,659
03	Baltimore City	27046	BOLTON STREET SYNAGOGUE (27046)	212 W COLDSRING LN	BALTIMORE, MD 21210	795
03	Baltimore City	27047	SCHOOL #249 MEDFIELD HGTS ELEM (27047)	4300 BUCHANAN AVE	BALTIMORE, MD 21211	954
03	Baltimore City	27048	RUSCOMBE GARDEN APTS (27048)	4800 YELLOWWOOD AVE	BALTIMORE, MD 21209	850
03	Baltimore City	27049	SHRINE OF THE SACRED HEART (27049)	5800 SMITH AVE	BALTIMORE, MD 21209	2,534
03	Baltimore City	27050	ELDERSLIE METHODIST CHURCH (27050)	5601 PIMLICO RD	BALTIMORE, MD 21209	1,133
03	Baltimore City	27051	LEVINDALE HOME (27051)	2434 W BELVEDERE AVE	BALTIMORE, MD 21215	230
03	Baltimore City	27052	SCHOOL #223 PIMLICO ELEM (27052)	4849 PIMLICO RD	BALTIMORE, MD 21215	2,516
03	Baltimore City	27053	SCHOOL #62 EDGEcombe CIRCLE ELEM (27053)	2835 VIRGINIA AVE	BALTIMORE, MD 21215	1,518
03	Baltimore City	27054	C.C. JACKSON REC CTR (27054)	4910 PARK HGTS AVE	BALTIMORE, MD 21215	551
03	Baltimore City	27055	SCHOOL #5 LANGSTON HUGHES ELEM (27055)	5011 ARBUTUS AVE	BALTIMORE, MD 21215	813
03	Baltimore City	27056	BEL-PARK TOWER (27056)	3800 W BELVEDERE AVE	BALTIMORE, MD 21215	1,087
03	Baltimore City	27057	BEL-PARK TOWER (27057)	3800 W BELVEDERE AVE	BALTIMORE, MD 21215	1,950
03	Baltimore City	27058	SCHOOL #223 PIMLICO ELEM (27058)	4849 PIMLICO RD	BALTIMORE, MD 21215	632
03	Baltimore City	27059	JEWISH COMMUNITY CENTER (27059)	5700 PARK HEIGHTS AVE	BALTIMORE, MD 21215	840
03	Baltimore City	27060	JEWISH COMMUNITY CENTER (27060)	5700 PARK HEIGHTS AVE	BALTIMORE, MD 21215	847
03	Baltimore City	27061	JEWISH COMMUNITY CENTER (27061)	5700 PARK HEIGHTS AVE	BALTIMORE, MD 21215	1,154
03	Baltimore City	27062	SCHOOL #401 NORTHWESTERN SR HIGH (27062)	6900 PARK HGTS AVE	BALTIMORE, MD 21215	2,116
03	Baltimore City	27063	SCHOOL #247 CROSS COUNTRY ELEM (27063)	6100 CROSS COUNTRY BLVD	BALTIMORE, MD 21215	1,393
03	Baltimore City	27064	ENGINE HOUSE #45 (27064)	2700 GLEN AVE AT CROSS COUNTRY BLVD.	BALTIMORE, MD 21215	1,491
03	Baltimore City	27065	SCHOOL #247 CROSS COUNTRY ELEM (27065)	6100 CROSS COUNTRY BLVD	BALTIMORE, MD 21215	2,838
03	Baltimore City	27066	SCHOOL #401 NORTHWESTERN SR HIGH (27066)	6900 PARK HGTS AVE	BALTIMORE, MD 21215	2,034
03	Baltimore City	27067	SCHOOL #241 FALLSTAFF MIDDLE (27067)	3801 FALLSTAFF RD	BALTIMORE, MD 21215	1,918
03	Baltimore City	28001	SCHOOL #241 FALLSTAFF MIDDLE (28001)	3801 FALLSTAFF RD	BALTIMORE, MD 21215	1,242
03	Baltimore City	28002	SCHOOL #224 GROVE PARK ELEM (28002)	5545 KENNISON AVE	BALTIMORE, MD 21215	2,031
03	Baltimore City	28003	SCHOOL #177 GEORGE MCMECHEN JR/SR (28003)	4411 GARRISON BLVD	BALTIMORE, MD 21215	413
03	Baltimore City	28004	SCHOOL #256 CALVIN RODWELL ELEM (28004)	3501 HILLSDALE RD	BALTIMORE, MD 21207	623
03	Baltimore City	28005	FOREST PARK SR CITIZEN CTR (28005)	4801 LIBERTY HGTS AVE	BALTIMORE, MD 21207	1,548
03	Baltimore City	28006	FOREST PARK SR CITIZEN CTR (28006)	4801 LIBERTY HGTS AVE	BALTIMORE, MD 21207	2,238
03	Baltimore City	28007	SCHOOL #256 CALVIN RODWELL ELEM (28007)	3501 HILLSDALE RD	BALTIMORE, MD 21207	1,162
03	Baltimore City	28008	LIBERTY RECREATION CTR (28008)	3901 MAINE AVE	BALTIMORE, MD 21207	1,332
03	Baltimore City	28009	SCHOOL #201 DICKEY HILL ELEM (28009)	5025 DICKEY HILL RD	BALTIMORE, MD 21207	1,732
03	Baltimore City	28010	ST WILLIAM OF YORK SCHOOL (28010)	600 COOKS LN	BALTIMORE, MD 21229	1,804
03	Baltimore City	28011	SCHOOL #232 THOMAS JEFFERSON ELEM (28011)	605 DRYDEN DR	BALTIMORE, MD 21229	1,908
03	Baltimore City	28012	SCHOOL #232 THOMAS JEFFERSON ELEM (28012)	605 DRYDEN DR	BALTIMORE, MD 21229	363
03	Baltimore City	28013	SCHOOL #400 EDMONDSON-WESTSIDE SR (28013)	501 ATHOL AVE	BALTIMORE, MD 21229	1,269
03	Baltimore City	28014	SCHOOL #246 ANNEX BEECHFIELD ELEM (28014)	301 S BEECHFIELD AVE	BALTIMORE, MD 21229	525
03	Baltimore City	28015	SCHOOL #80 WEST BALTIMORE MDL (28015)	201 NORTHBEND RD	BALTIMORE, MD 21229	2,416
04	Baltimore County	0101.1	WOODLAWN HIGH SCHOOL, CAFE	1801 WOODLAWN DRIVE	BALTIMORE, MD 21207	3,685
04	Baltimore County	0102.1	CHADWICK ELEMENTARY SCHOOL, GYM	1918 WINDER ROAD	BALTIMORE, MD 21207	1,652
04	Baltimore County	0103.1	WOODBIDGE ELEM SCH - GYM	1410 PLEASANT VALLEY DRIVE	BALTIMORE, MD 21228	3,003
04	Baltimore County	0104.1	WOODBIDGE ELEM - CAFETERIA	1410 PLEASANT VALLEY DRIVE	BALTIMORE, MD 21228	2,845
04	Baltimore County	0105.1	JOHNNYCAKE ELEMENTARY SCHOOL, MULTI-PURPOSE	5910 CRAIGMONT ROAD	BALTIMORE, MD 21228	3,453
04	Baltimore County	0106.1	EDMONDSON HEIGHTS ELEM SCH, GYM	1600 LANGFORD ROAD	BALTIMORE, MD 21207	3,403
04	Baltimore County	0107.1	WESTOWNE ELEM SCHOOL-CAFE	401 HARLEM LANE	BALTIMORE, MD 21228	1,651
04	Baltimore County	0108.1	WESTOWNE ELEM SCHOOL - GYM	401 HARLEM LANE	BALTIMORE, MD 21228	3,717
04	Baltimore County	0109.1	BANNEKER COMMUNITY CENTER, GYM	27 MAIN AVE	BALTIMORE, MD 21228	2,837
04	Baltimore County	0110.1	HILLCREST ELEM. SCHOOL-CAF	1500 FREDERICK ROAD	BALTIMORE, MD 21228	2,847
04	Baltimore County	0111.1	ST PAUL LUTHERAN CHURCH, FELLOWSHIP HALL	2001 OLD FREDERICK ROAD	BALTIMORE, MD 21228	2,314
04	Baltimore County	0112.1	CATONSVILLE MIDDLE SCHOOL, CAFE	2301 EDMONDSON AVENUE	BALTIMORE, MD 21228	3,103
04	Baltimore County	0113.1	HILLCREST ELEM. SCHOOL-GYM	1500 FREDERICK ROAD	BALTIMORE, MD 21228	2,540
04	Baltimore County	0114.1	CATONSVILLE HIGH SCHOOL, GYM	421 BLOOMSBURY AVENUE	BALTIMORE, MD 21228	2,604
04	Baltimore County	0115.1	WESTERN SCHOOL OF TECHNOLOGY, GYM	100 KENWOOD AVENUE	BALTIMORE, MD 21228	2,892
04	Baltimore County	0116.1	CHARLESTOWN RETIREMENT COM, CONF.CNTR.	719 MAIDEN CHOICE LANE	BALTIMORE, MD 21228	2,350
04	Baltimore County	0117.1	DOGWOOD ELEMENTARY SCH - GYM	7215 DOGWOOD ROAD	BALTIMORE, MD 21244	3,184
04	Baltimore County	0201.1	POWHATAN ELEM SCHOOL - GYM	3300 KELOX RD	BALTIMORE, MD 21207	1,667

04	Baltimore County	0202.1	POWHATAN ELEM SCHOOL - CAF	3300 KELOX RD	BALTIMORE, MD 21207	3,030
04	Baltimore County	0203.1	FEATHERBED LN ELEM/PRIM SCH., MULTI-PURPOSE	6700 RICHARDSON RD	BALTIMORE, MD 21207	2,515
04	Baltimore County	0204.1	WOODMOOR ELEMENTARY SCHOOL, MULTI-PURPOSE	3200 ELBA DRIVE	BALTIMORE, MD 21207	2,964
04	Baltimore County	0205.1	HEBBVILLE ELEMENTARY SCHOOL, MULT-PURPOSE ROOM	3335 WASHINGTON AVENUE	BALTIMORE, MD 21207	1,878
04	Baltimore County	0206.1	MILFORD MILL ACADEMY - GYM	3800 WASHINGTON AVENUE	BALTIMORE, MD 21244	3,058
04	Baltimore County	0207.1	OLD COURT MIDDLE SCHOOL-CAFE	4627 OLD COURT RD	BALTIMORE, MD 21208	2,112
04	Baltimore County	0208.1	WINAND ELEMENTARY SCHOOL, CAFE	8301 SCOTTS LEVEL ROAD	BALTIMORE, MD 21208	2,858
04	Baltimore County	0209.1	SCOTTS BRANCH ELEM SCHOOL, CAFE	8220 TAWNMOORE ROAD	BALTIMORE, MD 21244	1,756
04	Baltimore County	0210.1	WINFIELD ELEMENTARY SCHOOL	8300 CARLSON LANE	BALTIMORE, MD 21244	3,386
04	Baltimore County	0211.1	COMMUNITY SUPPORT FOR THE DEAF	3113 RICHWOOD AVENUE	BALTIMORE, MD 21244	3,953
04	Baltimore County	0212.1	LIBERTY SENIOR CENTER, MULTI-PURPOSE RM	3525 RESOURCE DRIVE	RANDALLSTOWN, MD 21133	3,619
04	Baltimore County	0213.1	CHURCH LA ELEM/TECH - MULTI RM	3820 FERNSIDE ROAD	RANDALLSTOWN, MD 21133	3,171
04	Baltimore County	0214.1	RANDALLSTOWN HIGH SCHOOL-LOBBY	4000 OFFUTT ROAD	RANDALLSTOWN, MD 21133	3,566
04	Baltimore County	0215.1	NEW TOWN ELEM SCHOOL - CAF	4924 NEW TOWN BOULEVARD	OWINGS MILLS, MD 21117	3,236
04	Baltimore County	0216.1	CHURCH LANE ELEM/TECH - CAF	3820 FERNSIDE ROAD	RANDALLSTOWN, MD 21133	1,376
04	Baltimore County	0217.1	RANDALLSTOWN HIGH SCHOOL - CAF	4000 OFFUTT ROAD	RANDALLSTOWN, MD 21133	2,554
04	Baltimore County	0218.1	HERNWOOD ELEM SCHOOL - CAF	9919 MARRIOTTSVILLE RD	RANDALLSTOWN, MD 21133	1,283
04	Baltimore County	0219.1	GRANITE PRESBYTERIAN CHURCH	10637 OLD COURT RD	WOODSTOCK, MD 21163	1,292
04	Baltimore County	0220.1	DEER PARK MID/MAG SCHOOL - CAF	9830 WINANS RD	RANDALLSTOWN, MD 21133	730
04	Baltimore County	0221.1	WARDS CHAPEL METHODIST CHURCH	11023 LIBERTY ROAD	RANDALLSTOWN, MD 21133	925
04	Baltimore County	0222.1	HERNWOOD ELEM SCHOOL-REC	9919 MARRIOTTSVILLE RD	RANDALLSTOWN, MD 21133	36
04	Baltimore County	0223.1	OLD COURT MIDDLE SCH - LIBRARY	4627 OLD COURT RD	BALTIMORE, MD 21208	514
04	Baltimore County	0224.1	DEERPARK MID/MAG SCHOOL-GYM	9830 WINANS ROAD	RANDALLSTOWN, MD 21133	2,448
04	Baltimore County	0225.1	NORTH OAKS RETIREMENT CENTER	725 MT WILSON LA	BALTIMORE, MD 21208	609
04	Baltimore County	0226.1	NEW TOWN ELEM SCHOOL - GYM	4924 NEW TOWN BLVD	OWINGS MILLS, MD 21117	1,984
04	Baltimore County	0227.1	DEER PARK ELEM SCHOOL - GYM	9809 LYONS MILL RD	OWINGS MILLS, MD 21117	1,715
04	Baltimore County	0228.1	MILFORD MILL ACADEMY - CAF	3800 WASHINGTON AVE	BALTIMORE, MD 21244	190
04	Baltimore County	0229.1	NEW TOWN HIGH SCHOOL - CAF	4931 NEW TOWN BLVD	OWINGS MILLS, MD 21117	2,595
04	Baltimore County	0301.1	AUGSBURG LUTHERAN HOME	6811 CAMPFIELD RD	BALTIMORE, MD 21207	3,416
04	Baltimore County	0302.1	MILBROOK ELEMENTARY SCHOOL	4300 CREST HEIGHTS ROAD	BALTIMORE, MD 21215	2,327
04	Baltimore County	0303.1	SUDBROOK MAGNET MIDDLE SCH	4300 BEDFORD ROAD	BALTIMORE, MD 21208	2,269
04	Baltimore County	0304.1	BEDFORD ELEMENTARY SCHOOL	7407 DORMAN DRIVE	BALTIMORE, MD 21208	1,699
04	Baltimore County	0305.1	PIKESVILLE ARMORY	610 REISTERSTOWN RD	BALTIMORE, MD 21208	2,853
04	Baltimore County	0306.1	PIKESVILLE MIDDLE SCHOOL	7701 SEVEN MILE LANE	BALTIMORE, MD 21208	2,683
04	Baltimore County	0307.1	PIKESVILLE HIGH SCHOOL	7621 LABYRINTH ROAD	BALTIMORE, MD 21208	3,135
04	Baltimore County	0308.1	SUMMIT PARK ELEM SCHOOL - CAF	6920 DIANA ROAD	BALTIMORE, MD 21209	2,846
04	Baltimore County	0309.1	SUMMIT PARK ELEM SCHOOL - GYM	6920 DIANA ROAD	BALTIMORE, MD 21209	2,883
04	Baltimore County	0310.1	FORT GARRISON ELEM - MULTI RM	3310 WOODVALLEY DRIVE	BALTIMORE, MD 21208	3,285
04	Baltimore County	0311.1	WOODHOLME ELEMENTARY SCHOOL-GYM	300 MOUNT WILSON LANE	BALTIMORE, MD 21208	3,018
04	Baltimore County	0312.1	GARRISON FIRE STATION	15 KENMAR AVENUE	OWINGS MILLS, MD 21117	2,025
04	Baltimore County	0313.1	FORT GARRISON ELEM SCH - CAF	3310 WOODVALLEY DRIVE	BALTIMORE, MD 21208	2,316
04	Baltimore County	0314.1	WOODHOLME ELEM-REC COUNCIL RM	300 MOUNT WILSON LANE	BALTIMORE, MD 21208	1,274
04	Baltimore County	0401.1	OWINGS MILLS HIGH SCHOOL	124 TOLLGATE ROAD	OWINGS MILLS, MD 21117	3,317
04	Baltimore County	0402.1	TIMBER GROVE ELEMENTARY SCHOOL	701 ACADEMY AVENUE	OWINGS MILLS, MD 21117	2,827
04	Baltimore County	0403.1	HAR SINAI CONGREGATION	2905 WALNUT AVE	OWINGS MILLS, MD 21117	3,066
04	Baltimore County	0404.1	GLYNDON ELEMENTARY SCHOOL-CAF	445 GLYNDON DRIVE	REISTERSTOWN, MD 21136	3,610
04	Baltimore County	0405.1	GLYNDON ELEMENTARY SCHOOL-GYM	445 GLYNDON ROAD	REISTERSTOWN, MD 21136	2,466
04	Baltimore County	0406.1	REISTERSTOWN ELEMENTARY SCHOOL	223 WALGROVE ROAD	REISTERSTOWN, MD 21136	2,438
04	Baltimore County	0407.1	FRANKLIN MIDDLE SCHOOL	10 COCKEYSMILL ROAD	REISTERSTOWN, MD 21136	3,427
04	Baltimore County	0408.1	CHATSWORTH SCHOOL	222 NEW AVENUE	REISTERSTOWN, MD 21136	3,470
04	Baltimore County	0409.1	BORING VOLUNTEER FIRE DEPT	14711 OLD HANOVER ROAD	BORING, MD 21020	1,644
04	Baltimore County	0410.1	FRANKLIN ELEM SCHOOL - GYM	33 COCKEYSMILL ROAD	REISTERSTOWN, MD 21136	1,757
04	Baltimore County	0411.1	BUTLER VOL FIRE COMPANY	15019 FALLS ROAD	BUTLER, MD 21023	409
04	Baltimore County	0412.1	CEDARMERE ELEM SCHOOL	17 NICODEMUS ROAD	REISTERSTOWN, MD 21136	2,521
04	Baltimore County	0413.1	CHESTNUT RIDGE VOL FIRE CO	12020 GREENSPRING AVE	OWINGS MILLS, MD 21117	525
04	Baltimore County	0414.1	CHRIST THE KING LUTH CHURCH	515 ACADEMY AVE	OWINGS MILLS, MD 21117	2,632
04	Baltimore County	0501.1	FIFTH DISTRICT ELEM SCHOOL	3725 MOUNT CARMEL ROAD	UPPERCO, MD 21155	3,249
04	Baltimore County	0601.1	PRETTYBOY ELEMENTARY SCHOOL	19810 MIDDLETOWN ROAD	FREELAND, MD 21053	1,841
04	Baltimore County	0602.1	GUNPOWDER BAPTIST CHURCH	20074 MIDDLETOWN RD	FREELAND, MD 21053	2,139
04	Baltimore County	0701.1	SEVENTH DISTRICT ELEM SCHOOL	20300 YORK ROAD	PARKTON, MD 21120	2,789
04	Baltimore County	0702.1	PARKTON AMERICAN LEGION POST #256	19520 YORK ROAD	PARKTON, MD 21120	963
04	Baltimore County	0703.1	HEREFORD HIGH SCHOOL	17301 YORK ROAD	PARKTON, MD 21120	2,381
04	Baltimore County	0801.1	SPARKS ELEMENTARY SCHOOL, CAFETERIA	601 BELFAST ROAD	SPARKS/GLENCOE, MD 21152	2,334
04	Baltimore County	0802.1	OREGON RIDGE LODGE HALL	13401 BEAVER DAM ROAD	COCKEYSVILLE, MD 21030	3,365
04	Baltimore County	0803.1	WARREN ELEMENTARY - CAFETERIA	900 BOSLEY ROAD	COCKEYSVILLE, MD 21030	1,522
04	Baltimore County	0804.1	WARREN ELEMENTARY - GYM	900 BOSLEY ROAD	COCKEYSVILLE, MD 21030	2,443
04	Baltimore County	0805.1	DULANEY HIGH SCHOOL	255 PADONIA ROAD	LUTH/TIMONIUM, MD 21093	2,712

04	Baltimore County	0806.1	PADONIA ELEMENTARY SCHOOL-GYM	9834 GREENSIDE DR	COCKEYSVILLE, MD 21030	1,209
04	Baltimore County	0807.1	COCKEYSVILLE MIDDLE SCHOOL	10401 GREENSIDE DRIVE	COCKEYSVILLE, MD 21030	1,368
04	Baltimore County	0808.1	CHESTNUT RIDGE BAPTIST CHURCH	1010 SATERS LANE	LUTH/TIMONIUM, MD 21093	2,080
04	Baltimore County	0809.1	MAYS CHAPEL UNITED METH CHURCH	11911 JENIFER ROAD	LUTH/TIMONIUM, MD 21093	2,511
04	Baltimore County	0810.1	PINEWOOD ELEM SCH - CAFETERIA	200 RICKSWOOD ROAD	LUTH/TIMONIUM, MD 21093	2,240
04	Baltimore County	0811.1	PADONIA INTL. ELEM. SCHOOL	9834 GREENSIDE DRIVE	COCKEYSVILLE, MD 21030	1,932
04	Baltimore County	0812.1	POT SPRING ELEMENTARY SCHOOL	2410 SPRINGLAKE DRIVE	LUTH/TIMONIUM, MD 21093	2,754
04	Baltimore County	0813.1	TIMONIUM ELEMENTARY SCHOOL	2001 EASTRIDGE ROAD	LUTH/TIMONIUM, MD 21093	2,484
04	Baltimore County	0814.1	LUTHERVILLE ELEMENTARY SCHOOL-AUDITORIUM	1700 YORK ROAD	LUTH/TIMONIUM, MD 21093	1,823
04	Baltimore County	0815.1	RIDGELY MIDDLE SCHOOL	121 RIDGELY ROAD	LUTH/TIMONIUM, MD 21093	1,632
04	Baltimore County	0816.1	LUTHERVILLE ELEM SCHOOL-CAFE	1700 YORK ROAD	LUTH/TIMONIUM, MD 21093	526
04	Baltimore County	0817.1	RIDERWOOD ELEMENTARY SCHOOL	1711 LANDRAKE ROAD	BALTIMORE, MD 21204	2,385
04	Baltimore County	0818.1	TRINITY ASSEMBLY OF GOD	2122 WEST JOPPA ROAD	BALTIMORE, MD 21204	947
04	Baltimore County	0819.1	GRACE ENG EVANG LUTH CHURCH	8601 VALLEY FIELD RD	LUTH/TIMONIUM, MD 21093	2,382
04	Baltimore County	0820.1	PINEWOOD ELEM SCHOOL - GYM	200 RICKSWOOD ROAD	LUTH/TIMONIUM, MD 21093	1,377
04	Baltimore County	0821.1	ST MARYS ORTHODOX CHURCH	909 SHAWAN RD	COCKEYSVILLE, MD 21030	495
04	Baltimore County	0822.1	BROADMEAD	13801 YORK ROAD	COCKEYSVILLE, MD 21030	1,834
04	Baltimore County	0823.1	CARROLL GILLS UNITED METH CHUR	11525 GREENSPRING AVE	LUTH/TIMONIUM, MD 21093	701
04	Baltimore County	0824.1	KOREAN PRESBYTERIAN CHURCH	1600 W. SEMINARY AVE	LUTH/TIMONIUM, MD 21093	1,149
04	Baltimore County	0825.1	SPARKS ELEMENTARY SCHOOL - GYM	601 BELFAST RD	SPARKS, MD 21152	1,535
04	Baltimore County	0901.1	BROOKLANDVILLE FIRE DEPARTMENT	10017 FALLS ROAD	LUTH/TIMONIUM, MD 21093	2,602
04	Baltimore County	0902.1	RIDGE RUXTON SCHOOL	6916 CHARLES STREET	BALTIMORE, MD 21204	1,609
04	Baltimore County	0903.1	RODGERS FORGE ELEM SCHOOL	250 DUMBARTON ROAD	BALTIMORE, MD 21212	3,136
04	Baltimore County	0904.1	DUMBARTON MIDDLE SCHOOL	300 DUMBARTON ROAD	BALTIMORE, MD 21212	2,122
04	Baltimore County	0905.1	TOWSON PRESBYTERIAN CHURCH	400 W CHESAPEAKE AVENUE	BALTIMORE, MD 21204	3,106
04	Baltimore County	0906.1	TOWSON RUHL ARMORY	1035 YORK ROAD	BALTIMORE, MD 21204	2,356
04	Baltimore County	0907.1	HAMPTON ELEMENTARY SCHOOL	1115 CHARMUTH RD	LUTH/TIMONIUM, MD 21093	2,084
04	Baltimore County	0908.1	ST. THOMAS EPISCOPAL CHURCH	1108 PROVIDENCE ROAD	BALTIMORE, MD 21286	1,604
04	Baltimore County	0909.1	LOCH RAVEN HIGH SCHOOL-CAFE	1212 COWPENS AVENUE	BALTIMORE, MD 21286	1,670
04	Baltimore County	0910.1	CROMWELL VAL ELEM/REG MAGNET	825 PROVIDENCE ROAD	BALTIMORE, MD 21204	2,977
04	Baltimore County	0911.1	TOWSON AREA BRANCH LIBRARY	320 YORK ROAD	BALTIMORE, MD 21204	2,167
04	Baltimore County	0912.1	TOWSON HIGH SCHOOL	69 CEDAR AVENUE	BALTIMORE, MD 21204	1,735
04	Baltimore County	0913.1	STONELEIGH ELEM SCHOOL-GYM	900 PEMBERTON ROAD	BALTIMORE, MD 21212	2,375
04	Baltimore County	0914.1	STONELEIGH ELEM SCHOOL-CAFE	900 PEMBERTONRD	BALTIMORE, MD 21212	2,147
04	Baltimore County	0915.1	LOCH RAVEN ACADEMY	8101 LASALLE ROAD	BALTIMORE, MD 21204	2,394
04	Baltimore County	0916.1	PLEASANT PLAINS ELEM. SCHOOL	8300 PLEASANT PLAINS ROAD	BALTIMORE, MD 21204	1,051
04	Baltimore County	0917.1	IMMACULATE HEART OF MARY HALL	8501 LOCH RAVEN BLVD	BALTIMORE, MD 21286	1,287
04	Baltimore County	0918.1	OAKLEIGH ELEMENTARY SCHOOL	1901 WHITE OAK AVE	BALTIMORE, MD 21234	2,065
04	Baltimore County	0919.1	LOCH RAVEN COMM CENTER	1801 GLEN KEITH BLVD	BALTIMORE, MD 21234	2,070
04	Baltimore County	0920.1	HALSTEAD ACADEMY - CAFE	1111 HALSTEAD ROAD	BALTIMORE, MD 21234	2,761
04	Baltimore County	0921.1	VILLA CRESTA ELEMENTARY SCHOOL	2600 RADER AVENUE	BALTIMORE, MD 21234	3,053
04	Baltimore County	0922.1	PARKVILLE HIGH SCHOOL	2600 PUTTY HILL AVENUE	BALTIMORE, MD 21234	3,243
04	Baltimore County	0923.1	HARFORD HILLS ELEM SCHOOL	8902 OLD HARFORD ROAD	BALTIMORE, MD 21234	2,685
04	Baltimore County	0924.1	PINE GROVE ELEMENTARY SCHOOL	2701 SUMMIT AVENUE	BALTIMORE, MD 21234	3,165
04	Baltimore County	0925.1	PINE GROVE MIDDLE SCHOOL	9200 OLD HARFORD RD	BALTIMORE, MD 21234	2,122
04	Baltimore County	0926.1	ST. MARGARETS EPISCOPAL CHURCH	1819 CROMWOOD RD	BALTIMORE, MD 21234	1,018
04	Baltimore County	0927.1	LOCH RAVEN HIGH SCHOOL-LOBBY	1212 COWPENS AVENUE	BALTIMORE, MD 21286	18
04	Baltimore County	0928.1	HALSTEAD ACADEMY-GYM	1111 HALSTEAD ROAD	BALTIMORE, MD 21234	1,948
04	Baltimore County	0929.1	TOWSON UNIVERSITY - UNIVERISTY UNION	8000 YORK RD	TOWSON, MD 21252	539
04	Baltimore County	1001.1	ST JAMES EPISCOPAL PARISH HSE.	3100 MONKTON ROAD	MONKTON, MD 21111	3,159
04	Baltimore County	1002.1	PAPER MILL RECREATION CENTER	3101 PAPER MILL ROAD	PHOENIX, MD 21131	1,510
04	Baltimore County	1003.1	JACKSONVILLE ELEMENTARY - GYM	3400 HILLEN DALE HEIGHTS ROAD	PHOENIX, MD 21131	1,428
04	Baltimore County	1004.1	JACKSONVILLE ELEM - CAFETERIA	3400 HILLEN DALE HGTS ROAD	PHOENIX, MD 21131	1,928
04	Baltimore County	1005.1	CARROLL MANOR ELEMENTARY SCH	4434 CARROLL MANOR ROAD	BALDWIN, MD 21013	288
04	Baltimore County	1101.1	LONG GREEN VOLUNTEER FIRE CO.	4506 LONG GREEN RD	LONG GREEN, MD 21092	2,472
04	Baltimore County	1102.1	ST JOHNS THE EVANGELIST	13305 LONG GREEN PIKE	HYDES, MD 21082	2,910
04	Baltimore County	1103.1	KINGSVILLE ELEMENTARY SCHOOL	7300 SUNSHINE AVENUE	KINGSVILLE, MD 21087	3,747
04	Baltimore County	1104.1	WHITE MARSH VOLUNTEER FIRE CO	5419 EBENEZER ROAD	WHITE MARSH, MD 21162	1,830
04	Baltimore County	1105.1	CHAPEL HILL ELEMENTARY SCHOOL	5200 JOPPA ROAD	PERRY HALL, MD 21128	2,087
04	Baltimore County	1106.1	GUNPOWDER ELEM SCH - CAFETERIA	9540 HOLIDAY MANOR ROAD	BALTIMORE, MD 21236	1,881
04	Baltimore County	1107.1	SEVEN OAKS ELEMENTARY SCHOOL - GYM	9220 SEVEN COURTS DRIVE	BALTIMORE, MD 21236	2,052
04	Baltimore County	1108.1	CUB HILL BIBLE PRESB CHURCH	2927 CUB HILL ROAD	BALTIMORE, MD 21234	2,500
04	Baltimore County	1109.1	CARNEY ELEMENTARY SCHOOL - GYM	3131 EAST JOPPA ROAD	BALTIMORE, MD 21234	2,258
04	Baltimore County	1110.1	PERRY HALL MIDDLE SCHOOL	4300 EBENEZER ROAD	BALTIMORE, MD 21236	2,655
04	Baltimore County	1111.1	PERRY HALL ELEMENTARY SCHOOL	9021 BELAIR ROAD	BALTIMORE, MD 21236	3,041
04	Baltimore County	1112.1	PERRY HALL HIGH SCHOOL-CAFE	4601 EBENEZER ROAD	BALTIMORE, MD 21236	3,199
04	Baltimore County	1113.1	JOPPA VIEW ELEMENTARY - GYM	8727 HONEYGO BLVD	PERRY HALL, MD 21128	870

04	Baltimore County	1114.1	JOPPA VIEW ELEM - CAFETERIA	8727 HONEYGO BLVD	PERRY HALL, MD 21128	2,557
04	Baltimore County	1115.1	OAK CREST VILL-CRESTVIEW HALL	8800 WALTHER BOULEVARD	BALTIMORE, MD 21234	1,953
04	Baltimore County	1116.1	CARNEY ELEM SCHOOL - CAFETERIA	3131 E. JOPPA ROAD	BALTIMORE, MD 21234	1,568
04	Baltimore County	1117.1	GUNPOWDER ELEM SCHOOL - GYM	9540 HOLIDAY MANOR ROAD	BALTIMORE, MD 21236	3,038
04	Baltimore County	1118.1	SEVEN OAKS ELEM. SCHOOL - CAFE	9220 SEVEN COURTS DRIVE	BALTIMORE, MD 21236	1,718
04	Baltimore County	1119.1	PERRY HALL HIGH SCHOOL-LIBR.	4601 EBENEZER RD	BALTIMORE, MD 21236	2,276
04	Baltimore County	1120.1	KINGSVILLE VOLUNTEER FIRE	11601 BELLVUE	KINGSVILLE, MD 21087	166
04	Baltimore County	1121.1	CARNEY ELEMENTARY SCHOOL-LIBRARY	3131 E. JOPPA ROAD	BALTIMORE, MD 21234	571
04	Baltimore County	1122.1	CHAPEL HILL ELEMNTARY - CAFETERIA	5200 JOPPA ROAD	PERRY HALL, MD 21128	2,590
04	Baltimore County	1201.1	EASTWOOD CENTER	428 WESTHAM WAY	BALTIMORE, MD 21224	1,989
04	Baltimore County	1202.1	BERKSHIRE ELEMENTARY SCHOOL	7431 POPLAR AVENUE	BALTIMORE, MD 21224	2,278
04	Baltimore County	1203.1	NORWOOD ELEMENTARY SCHOOL	1700 DELVALE AVENUE	BALTIMORE, MD 21222	2,801
04	Baltimore County	1204.1	GEN JOHN STRICKER MID SCHOOL	7855 TRAPPE ROAD	BALTIMORE, MD 21222	3,119
04	Baltimore County	1205.1	PATAPSCO HIGH SCHOOL	8100 WISE AVENUE	BALTIMORE, MD 21222	2,451
04	Baltimore County	1206.1	SANDY PLAINS ELEMENTARY SCHOOL	8330 KAVANAGH ROAD	BALTIMORE, MD 21222	2,175
04	Baltimore County	1207.1	GRANGE ELEMENTARY SCHOOL	2000 CHURCH ROAD	BALTIMORE, MD 21222	3,283
04	Baltimore County	1208.1	ATEAZE SENIOR CENTER	7401 HOLABIRD AVENUE	BALTIMORE, MD 21222	1,820
04	Baltimore County	1209.1	DUNDALK CHURCH OF THE BRETHREN	2660 YORKWAY	BALTIMORE, MD 21222	892
04	Baltimore County	1210.1	CENTER PLACE HIGH RISE	101 CENTER PLACE	BALTIMORE, MD 21222	2,012
04	Baltimore County	1211.1	DUNDALK MIDDLE SCHOOL-CAFE	7400 DUNMANWAY	BALTIMORE, MD 21222	2,761
04	Baltimore County	1212.1	LOGAN ELEMENTARY SCHOOL	7601 DUNMANWAY	BALTIMORE, MD 21222	1,735
04	Baltimore County	1213.1	FLEMING COMMUNITY CENTER	641 MAIN STREET	BALTIMORE, MD 21222	1,651
04	Baltimore County	1301.1	MAIDEN CHOICE SCHOOL	4901 SHELBOURNE ROAD	BALTIMORE, MD 21227	2,130
04	Baltimore County	1302.1	ARBUTUS FIRE HALL	5200 SOUTHWESTERN BLVD	BALTIMORE, MD 21227	2,121
04	Baltimore County	1303.1	ARBUTUS MIDDLE SCHOOL	5525 SHELBOURNE ROAD	BALTIMORE, MD 21227	2,582
04	Baltimore County	1304.1	RELAY ELEMENTARY SCHOOL	5885 SELFORD ROAD	BALTIMORE, MD 21227	2,450
04	Baltimore County	1305.1	HALETHORPE ELEMENTARY SCHOOL	4300 MAPLE AVENUE	BALTIMORE, MD 21227	2,204
04	Baltimore County	1306.1	LANSDOWNE MIDDLE SCHOOL	2400 LANSDOWNE ROAD	BALTIMORE, MD 21227	914
04	Baltimore County	1307.1	BALTIMORE HIGHLANDS ELEM SCH	4200 ANNAPOLIS ROAD	BALTIMORE, MD 21227	1,670
04	Baltimore County	1308.1	ENGLISH CONSUL VOL FIRE DEPT.	2827 MICHIGAN AVENUE	BALTIMORE, MD 21227	1,535
04	Baltimore County	1309.1	RIVERVIEW ELEMENTARY SCHOOL	3298 KESSLER RD	BALTIMORE, MD 21227	3,381
04	Baltimore County	1401.1	PARKVILLE MIDDLE SCHOOL	8711 AVONDALE ROAD	BALTIMORE, MD 21234	1,913
04	Baltimore County	1402.1	FULLERTON FIRE STATION	4401 FITCH AVENUE	BALTIMORE, MD 21236	2,989
04	Baltimore County	1403.1	LIVING WATER EVAN LUTH CHURCH	8912 PHILADELPHIA RD	BALTIMORE, MD 21237	1,763
04	Baltimore County	1404.1	BOUMI TEMPLE-A	5050 KING AVENUE	BALTIMORE, MD 21237	295
04	Baltimore County	1405.1	BOUMI TEMPLE-B	5050 KING AVE	BALTIMORE, MD 21237	580
04	Baltimore County	1406.1	FULLERTON ELEMENTARY SCHOOL-GYM	4400 FULLERTON AVENUE	BALTIMORE, MD 21236	2,953
04	Baltimore County	1407.1	OVERLEA HIGH SCHOOL	5401 KENWOOD AVE	BALTIMORE, MD 21206	2,280
04	Baltimore County	1408.1	MCCORMICK ELEMENTARY SCHOOL	5101 HAZELWOOD AVENUE	BALTIMORE, MD 21206	3,045
04	Baltimore County	1409.1	SHADY SPRING ELEM -GYM	8868 GOLDENWOOD RD	BALTIMORE, MD 21237	2,864
04	Baltimore County	1410.1	RED HOUSE RUN ELEM SCHOOL	1717 WEYBURN ROAD	BALTIMORE, MD 21237	2,161
04	Baltimore County	1411.1	VFW #6506 CHARLES EVERING POST	8777 PHILADELPHIA RD	BALTIMORE, MD 21237	2,092
04	Baltimore County	1412.1	PARKVILLE SENIOR CENTER - GYM	8601 HARFORD RD	BALTIMORE, MD 21234	1,857
04	Baltimore County	1413.1	AMERICAN TURNERS OF BALTIMORE	9124 LENNINGS LANE	BALTIMORE, MD 21237	3,011
04	Baltimore County	1414.1	FULLERTON ELEM SCHOOL-CAF	4400 FULLERTON AVE	BALTIMORE, MD 21236	500
04	Baltimore County	1501.1	COLGATE ELEMENTARY SCHOOL	401 FIFTY-FIRST STREET	BALTIMORE, MD 21224	1,472
04	Baltimore County	1502.1	ROSEDALE SENIOR CENTER	1208 NEIGHBORS AVE	BALTIMORE, MD 21237	2,314
04	Baltimore County	1503.1	OREMS ELEMENTARY SCHOOL	711 HIGH VILLA ROAD	BALTIMORE, MD 21221	2,038
04	Baltimore County	1504.1	MIDDLE RIVER MIDDLE SCHOOL	800 MIDDLE RIVER ROAD	BALTIMORE, MD 21220	4,042
04	Baltimore County	1505.1	MARTIN BLVD ELE SCHOOL-GYM	210 RIVERTON ROAD	BALTIMORE, MD 21220	3,122
04	Baltimore County	1506.1	OLIVER BEACH ELEM SCHOOL	12912 CUNNINGHILL COVE RD.	BALTIMORE, MD 21220	2,243
04	Baltimore County	1507.1	CHASE ELEMENTARY SCHOOL	11701 EASTERN AVENUE	BALTIMORE, MD 21220	2,555
04	Baltimore County	1508.1	SENECA ELEMENTARY SCHOOL, GYM	545 CARROLLWOOD ROAD	BALTIMORE, MD 21220	2,379
04	Baltimore County	1509.1	MIDDLE RIVER VOL FIRE HALL	1100 WILSON POINT ROAD	BALTIMORE, MD 21220	1,087
04	Baltimore County	1510.1	HAWTHORNE ELEMENTARY SCHOOL	125 KINGSTON RD	BALTIMORE, MD 21220	2,364
04	Baltimore County	1511.1	MIDDLESEX ELEMENTARY SCHOOL	142 BENNETT ROAD	BALTIMORE, MD 21221	2,373
04	Baltimore County	1512.1	ESSEX CO-OP	1000 FRANKLIN AVENUE	BALTIMORE, MD 21221	1,656
04	Baltimore County	1513.1	EASTERN TECHNICAL HIGH SCHOOL	1100 MACE AVE	BALTIMORE, MD 21221	1,511
04	Baltimore County	1514.1	ESSEX ELEMENTARY SCHOOL	100 MACE AVENUE	BALTIMORE, MD 21221	873
04	Baltimore County	1515.1	SUSSEX ELEMENTARY SCHOOL	515 SOUTH WOODWARD DRIVE	BALTIMORE, MD 21221	1,934
04	Baltimore County	1516.1	DEEP CREEK ELEMENTARY SCHOOL	1101 EAST HOMBERG AVENUE	BALTIMORE, MD 21221	2,012
04	Baltimore County	1517.1	DEEP CREEK MIDDLE SCHOOL	1000 SOUTH MARLYN AVENUE	BALTIMORE, MD 21221	2,769
04	Baltimore County	1518.1	MIDDLEBOROUGH ELEM SCHOOL	313 WEST ROAD	BALTIMORE, MD 21221	2,171
04	Baltimore County	1519.1	CHESAPEAKE HIGH SCHOOL	1801 TURKEY POINT ROAD	BALTIMORE, MD 21221	3,030
04	Baltimore County	1520.1	BATTLE GROVE ELEMENTARY SCHOOL	7828 ST PATRICIA LANE	BALTIMORE, MD 21222	3,410
04	Baltimore County	1521.1	EDGEMERE ELEMENTARY SCHOOL	7201 NORTH POINT ROAD	BALTIMORE, MD 21219	3,482
04	Baltimore County	1522.1	CHESAPEAKE TERR ELEM SCHOOL	2112 LODGE FARM ROAD	BALTIMORE, MD 21219	2,813

04	Baltimore County	1523.1	SANDALWOOD ELEMENTARY SCHOOL	900 S. MARLYN AVE	BALTIMORE, MD 21221	3,092
04	Baltimore County	1524.1	KNIGHTS OF COLUMBUS HALL	1707 EASTERN BLVD	BALTIMORE, MD 21221	629
04	Baltimore County	1525.1	GUNPOWDER VFW 10067	6309 EBENEZER ROAD	BALTIMORE, MD 21220	1,687
04	Baltimore County	1526.1	SENECA ELEMENTARY SCHOOL - CAFETERIA	545 CARROLLWOOD RD	BALTIMORE, MD 21220	1,596
05	Calvert	01001	SOLOMONS RESCUE SQUAD	13150 H G TRUEMAN RD/MD ROUTE 2/4	SOLOMONS, MD 20688	2,316
05	Calvert	01002	SOUTHERN MIDDLE SCHOOL	9615 H.G. TRUEMAN ROAD	LUSBY, MD 20657	2,554
05	Calvert	01003	ST LEONARD ELEMENTARY SCHOOL	5370 ST LEONARD ROAD	ST LEONARD, MD 20685	2,450
05	Calvert	01004	MUTUAL ELEMENTARY SCHOOL	1455 BALL ROAD	PORT REPUBLIC, MD 20676	2,078
05	Calvert	01005	PATUXENT ELEMENTARY SCHOOL	35 APPEAL LANE	LUSBY, MD 20657	2,540
05	Calvert	01006	PATUXENT HIGH SCHOOL	12485 ROUSBY HALL ROAD	LUSBY, MD 20657	2,668
05	Calvert	01007	MILL CREEK MIDDLE SCHOOL	12200 MARGARET TAYLOR ROAD/H G TRUEMAN ROAD	LUSBY, MD 20657	2,092
05	Calvert	02001	ST. LEONARD FIRE DEPARTMENT	200 CALVERT BEACH ROAD	ST. LEONARD, MD 20685	2,509
05	Calvert	02002	CALVERT FAIRGROUNDS BUILDING	ROUTE 231/CALVERT FAIR DRIVE	PRINCE FREDERICK, MD 20678	2,675
05	Calvert	02003	HUNTINGTOWN HIGH SCHOOL	4125 N SOLOMONS ISLAND RD	HUNTINGTOWN, MD 20639	2,485
05	Calvert	02004	ELKS LODGE #2620	1015 DARES BEACH ROAD	PRINCE FREDERICK, MD 20678	1,805
05	Calvert	02005	PLUM POINT ELEMENTARY SCHOOL	1245 PLUM POINT ROAD	HUNTINGTOWN, MD 20639	2,695
05	Calvert	02006	HUNTINGTOWN FIRE DEPARTMENT	4030 OLD TOWN ROAD/MD ROUTE 524	HUNTINGTOWN, MD 20639	2,353
05	Calvert	02007	NORTHERN MIDDLE SCHOOL	2954 CHANEYVILLE ROAD	OWINGS, MD 20736	1,576
05	Calvert	02008	CALVERT PINES SENIOR CENTER	450 WEST DARES BEACH ROAD	PRINCE FREDERICK, MD 20678	2,722
05	Calvert	03002	BEACH ELEMENTARY SCHOOL	7900 OLD BAYSIDE ROAD	CHESAPEAKE BEACH, MD 20732	2,239
05	Calvert	03003	SUNDERLAND ELEMENTARY SCHOOL	150 CLYDE JONES ROAD	SUNDERLAND, MD 20689	2,882
05	Calvert	03004	WINDY HILL ELEMENTARY SCHOOL	9550 BOYDS TURN ROAD	OWINGS, MD 20736	2,513
05	Calvert	03005	WINDY HILL MIDDLE SCHOOL	9560 BOYDS TURN ROAD	OWINGS, MD 20736	2,572
05	Calvert	03006	DUNKIRK FIRE DEPARTMENT	3170 WEST WARD RD/RT 4	DUNKIRK, MD 20754	2,198
05	Calvert	03007	MT. HARMONY ELEMENTARY SCHOOL	900 W. MT. HARMONY ROAD	OWINGS, MD 20736	2,034
05	Calvert	03001CB	NORTH BEACH FIRE DEPARTMENT	MD RT. 261/8536 BAYSIDE ROAD	CHESAPEAKE BEACH, MD 20732	647
05	Calvert	03001NB	NORTH BEACH FIRE DEPARTMENT	MD RT. 261/8536 BAYSIDE ROAD	CHESAPEAKE BEACH, MD 20732	1,106
05	Calvert	03002CB	BEACH ELEMENTARY SCHOOL	7900 OLD BAYSIDE ROAD	CHESAPEAKE BEACH, MD 20732	333
05	Calvert	03008CB	NORTHEAST COMMUNITY CENTER	4075 GORDON STINNETT AVE	CHESAPEAKE BEACH, MD 20732	2,138
06	Caroline	01001	GOLDSBORO FIREHALL	700 OLD LINE RD	GOLDSBORO, MD 21636	1,210
06	Caroline	02001	GREENSBORO ELEM SCHOOL	625 N MAIN ST	GREENSBORO, MD 21639	2,999
06	Caroline	03001	DENTON ELEM SCHOOL	303 SHARP RD	DENTON, MD 21629	3,906
06	Caroline	04001	PRESTON ELEM SCHOOL	225 MAIN ST	PRESTON, MD 21655	2,517
06	Caroline	05001	FEDERALSBURG ELEM SCHOOL	302 UNIVERSITY & ACADEMY AVES	FEDERALSBURG, MD 21632	2,428
06	Caroline	06001	HILLSBORO TOWN HALL	22043 CHURCH ST	HILLSBORO, MD 21641	1,411
06	Caroline	07001	RIDGELY ELEM SCHOOL	118 N CENTRAL AVE	RIDGELY, MD 21660	2,107
06	Caroline	08001	COL RICHARDSON HS	25320 RICHARDSON RD	FEDERALSBURG, MD 21632	1,248
07	Carroll	01001	NORTHWEST MIDDLE SCHOOL CAFETERIA	99 KINGS DR	TANEYTOWN, MD 21787	5,118
07	Carroll	02001	FRANCIS SCOTT KEY HIGH BAND ROOM	3825 BARK HILL RD	UNION BRIDGE, MD 21791	1,277
07	Carroll	02002	RUNNYMEDE ELEMENTARY CAFETERIA	3000 LANGDON DR	WESTMINSTER, MD 21158	1,523
07	Carroll	03001	CHARLES CARROLL ELEMENTARY GYM	3719 LITTLETOWN PK	WESTMINSTER, MD 21158	3,499
07	Carroll	04001	SANDYMOUNT ELEMENTARY SCHOOL	2222 OLD WESTMINSTER PK	FINKSBURG, MD 21048	5,341
07	Carroll	04002	FAITH FAMILY CHURCH SOCIAL HALL	4150 SYKESVILLE RD	FINKSBURG, MD 21048	2,097
07	Carroll	04003	MECHANICSVILLE ELEMENTARY GYM	3838 SYKESVILLE RD	SYKESVILLE, MD 21784	2,997
07	Carroll	04004	MECHANICSVILLE ELEMENTARY CAFETERIA	3838 SYKESVILLE RD	SYKESVILLE, MD 21784	1,259
07	Carroll	05001	SYKESVILLE FREEDOM FIRE DEPARTMENT HALL	6680 SYKESVILLE RD	SYKESVILLE, MD 21784	2,610
07	Carroll	05002	LIBERTY HIGH SCHOOL GYM	5855 BARTHOLOW RD	SYKESVILLE, MD 21784	4,040
07	Carroll	05003	OKLAHOMA ROAD MIDDLE CAFETERIA	6300 OKLAHOMA RD	SYKESVILLE, MD 21784	2,343
07	Carroll	05004	CARROLLTOWNE ELEMENTARY CAFETERIA	6543 RIDGE RD	SYKESVILLE, MD 21784	6,348
07	Carroll	05005	PINEY RIDGE ELEMENTARY CAFETERIA	6315 FREEDOM AVE	SYKESVILLE, MD 21784	2,034
07	Carroll	05006	FAIRHAVEN ASPEN BUILDING	7200 THIRD AVE	SYKESVILLE, MD 21784	540
07	Carroll	06001	MANCHESTER ELEMENTARY GYM	3224 YORK ST	MANCHESTER, MD 21102	5,036
07	Carroll	06002	NORTH CARROLL MIDDLE SCHOOL GYM	2401 HANOVER PK	HAMPSTEAD, MD 21074	3,867
07	Carroll	07001	CRANBERRY STATION ELEMENTARY SCHOOL CAFETERIA	505 N. CENTER STREET	WESTMINSTER, MD 21157	1,442
07	Carroll	07002	WILLIAM WINCHESTER ELEMENTARY GYM	70 MONROE ST	WESTMINSTER, MD 21157	2,915
07	Carroll	07003	FRIENDSHIP VALLEY ELEMENTARY SCHOOL GYM	1100 GIST RD	WESTMINSTER, MD 21157	2,609
07	Carroll	07004	WESTMINSTER WEST MIDDLE CAFETERIA	60 MONROE ST	WESTMINSTER, MD 21157	5,035
07	Carroll	07005	CARROLL LUTHERAN VILLAGE KRUG CHAPEL	300 LUTHER DR	WESTMINSTER, MD 21158	803
07	Carroll	07006	CARROLL CAREER & TECH CAFETERIA	1229 WASHINGTON RD	WESTMINSTER, MD 21157	2,173
07	Carroll	07007	WESTMINSTER ELEMENTARY SCHOOL	811 UNIONTOWN RD	WESTMINSTER, MD 21158	4,590
07	Carroll	07008	ROBERT MOTON ELEMENTARY GYM	1413 WASHINGTON RD	WESTMINSTER, MD 21157	1,701
07	Carroll	08001	HAMPSTEAD ELEMENTARY SCHOOL	3737 SHILOH RD	HAMPSTEAD, MD 21074	4,087
07	Carroll	08002	NORTH CARROLL HIGH SCHOOL CAFETERIA	1400 PANTHER DR	HAMPSTEAD, MD 21074	2,888
07	Carroll	08003	SPRING GARDEN ELEMENTARY GYM	700 BOXWOOD DR	HAMPSTEAD, MD 21074	2,125
07	Carroll	09001	WINFIELD ELEMENTARY GYM	4401 SALEM BOTTOM RD	WESTMINSTER, MD 21157	2,534
07	Carroll	09002	WINFIELD ELEMENTARY CAFETERIA	4401 SALEM BOTTOM RD	WESTMINSTER, MD 21157	2,554
07	Carroll	10001	ELMER WOLFE ELEMENTARY GYM 1	119 NORTH MAIN ST	UNION BRIDGE, MD 21791	728

07	Carroll	11001	NEW WINDSOR MIDDLE SCHOOL CAFETERIA	1000 GREEN VALLEY RD	NEW WINDSOR, MD 21776	2,372
07	Carroll	12001	ELMER WOLFE ELEMENTARY GYM 2	119 N MAIN STREET	UNION BRIDGE, MD 21791	844
07	Carroll	13001	MT AIRY MIDDLE SCHOOL CAFETERIA	102 WATERSVILLE RD	MT AIRY, MD 21771	2,960
07	Carroll	13002	MT AIRY ELEMENTARY SCHOOL CAFETERIA	405 NORTH MAIN ST	MT AIRY, MD 21771	3,010
07	Carroll	14001	LINTON SPRINGS ELEMENTARY CAFETERIA	375 RONSDALE RD	SYKESVILLE, MD 21784	2,566
07	Carroll	14002	SOUTH CARROLL HIGH SCHOOL MAIN GYM	1300 WEST OLD LIBERTY RD	SYKESVILLE, MD 21784	5,835
08	Cecil	01001	1-1 CECILTON ELEMENTARY SCHOOL	251 W. MAIN ST.	CECILTON, MD 21913	3,125
08	Cecil	02001	2-1 BOHEMIA MANOR HIGH/MIDDLE SCHOOL	2757 AUGUSTINE HERMAN HWY	CHESAPEAKE CITY, MD 21915	1,874
08	Cecil	02002	2-2 BOHEMIA MANOR HIGH/MIDDLE SCHOOL	2755 AUGUSTINE HERMAN HWY.	CHESAPEAKE CITY, MD 21915	1,850
08	Cecil	03001	3-1 THOMSON ESTATES ELEMENTARY SCHOOL	203 E. THOMSON DR.	ELKTON, MD 21921	4,821
08	Cecil	03002	3-2 SINGERLY FIRE HOUSE	300 NEWARK AVENUE	ELKTON, MD 21921	5,156
08	Cecil	03003	3-3 HOLLY HALL ELEMENTARY SCHOOL	233 WHITE HALL RD.	ELKTON, MD 21921	3,771
08	Cecil	04001	4-1 CHERRY HILL MIDDLE SCHOOL	2535 SINGERLY ROAD	ELKTON, MD 21921	4,397
08	Cecil	04002	4-2 CECIL MANOR ELEMENTARY SCHOOL	971 ELK MILLS RD.	ELKTON, MD 21921	1,241
08	Cecil	05001	5-1 NORTH EAST FIRE HOUSE	210 S. MAULDIN AVE	NORTH EAST, MD 21901	3,651
08	Cecil	05002	5-2 CHARLESTOWN ELEMENTARY SCHOOL	550 BALTIMORE ST	CHARLESTOWN, MD 21914	3,641
08	Cecil	05003	5-3 ELK NECK ELEMENTARY SCHOOL	41 RACINE SCHOOL RD.	ELKTON, MD 21921	4,047
08	Cecil	05004	5-4 NORTH EAST ELEMENTARY SCHOOL	301 THOMAS AVE.	NORTH EAST, MD 21901	1,624
08	Cecil	06001	6-1 RISING SUN FIRE HOUSE	300 BIGGS HIGHWAY	RISING SUN, MD 21911	3,792
08	Cecil	06002	6-2 RISING SUN ELEMENTARY SCHOOL	500 HOPEWELL RD.	RISING SUN, MD 21911	2,608
08	Cecil	07001	7-1 BAINBRIDGE ELEMENTARY SCHOOL	41 PRESTON AVE.	PORT DEPOSIT, MD 21904	2,292
08	Cecil	07002	7-2 PERRYVILLE MIDDLE SCHOOL	850 AIKEN AVE	PERRYVILLE, MD 21903	3,521
08	Cecil	07003	7-3 BAINBRIDGE ELEMENTARY SCHOOL	41 PRESTON AVE.	PORT DEPOSIT, MD 21904	880
08	Cecil	08001	8-1 CONOWINGO ELEMENTARY SCHOOL	471 ROWLANDSVILLE RD	CONOWINGO, MD 21918	2,315
08	Cecil	09001	9-1 CALVERT ELEMENTARY SCHOOL	79 BRICK MEETINGHOUSE RD	RISING SUN, MD 21911	3,149
09	Charles	01-001	LA PLATA FIREHOUSE	911 WASHINGTON AVE	LA PLATA, MD 20646	2,749
09	Charles	01-002	MILTON M. SOMERS MIDDLE SCHOOL	CAFETERIA 300 WILLOW LANE	LA PLATA, MD 20646	2,478
09	Charles	01-003	WALTER J. MITCHELL ELEMETARY SCHOOL	GYMNASIUM 400 WILLOW LANE	LA PLATA, MD 20646	2,266
09	Charles	01-004	LA PLATA HIGH SCHOOL	THE COMMON AREA 6035 RADIO STATION ROAD	LA PLATA, MD 20646	2,067
09	Charles	02-001	ST. IGNATIUS CHURCH HALL, HILLTOP	6455 PORT TOBACCO ROAD	LA PLATA, MD 20646	1,370
09	Charles	03-001	NANJEMOY COMMUNITY CENTER	4375 PORT TOBACCO ROAD	NANJEMOY, MD 20662	1,965
09	Charles	04-001	TRINITY CHURCH HALL, NEWPORT	9611 TRINITY CHURCH ROAD	CHARLOTTE HALL, MD 20622	1,849
09	Charles	04-002	ST. MARY'S HALL NEWPORT	11555 ST. MARY'S CHURCH ROAD	CHARLOTTE HALL, MD 20622	1,477
09	Charles	05-001	PICCOWAXEN MIDDLE SCHOOL	12834 ROCK POINT ROAD	NEWBURG, MD 20664	2,670
09	Charles	06-001	MCDONOUGH HIGH SCHOOL	7165 MARSHALL CORNER ROAD	POMFRET, MD 20675	2,081
09	Charles	06-002	MOOSE LODGE - WHITE PLAINS	4765 CRAIN HIGHWAY	WHITE PLAINS, MD 20695	2,803
09	Charles	06-003	NORTH POINT HIGH SCHOOL (GYMNASIUM)	2500 DAVIS ROAD	WALDORF, MD 20603	3,167
09	Charles	06-004	WILLIAM B. WADE ELEMENTARY	2300 SMALLWOOD DRIVE WEST	WALDORF, MD 20603	2,087
09	Charles	06-005	DANIEL OF ST. THOMAS JENIFER ELEMENTARY	2820 JENIFER SCHOOL LANE	WALDORF, MD 20603	2,458
09	Charles	06-006	DR. GUSTAVUS BROWN ELEM. SCHOOL	UNIVERSITY DR.-CARRINGTON NEIGHBORHOOD	WALDORF, MD 20602	2,953
09	Charles	06-007	DR. SAMUEL A. MUDD ELEM. SCHOOL	820 STONE AVENUE	WALDORF, MD 20602	2,777
09	Charles	06-008	BENJAMIN STODDERT MIDDLE SCHOOL	2040 ST. THOMAS DRIVE	WALDORF, MD 20602	1,802
09	Charles	06-009	EVA TURNER ELEMENTARY SCHOOL	1000 BANNISTER CIRCLE	WALDORF, MD 20602	3,341
09	Charles	06-010	WESTLAKE HIGH SCHOOL (CAFETERIA)	*PARKING IN FRONT OF SCHOOL* 3300 MIDDLETOWN ROAD	WALDORF, MD 20603	3,079
09	Charles	06-011	BERRY ELEMENTARY SCHOOL	10155 BERRY ROAD	WALDORF, MD 20603	3,382
09	Charles	06-012	WALDORF ELK'S LODGE	2210 OLD WASHINGTON ROAD	WALDORF, MD 20601	3,010
09	Charles	06-013	MATTAWOMAN MIDDLE SCHOOL	10145 BERRY ROAD	WALDORF, MD 20603	2,894
09	Charles	06-014	ROBERT D. STETHEM EDUCATIONAL CENTER	7775 MARSHALL CORNER ROAD	POMFRET, MD 20675	2,906
09	Charles	06-015	LANCASTER NEIGHBORHOOD CENTER	4150 LANCASTER CIRCLE	WALDORF, MD 20603	1,734
09	Charles	06-016	DORCHESTER NEIGHBORHOOD CENTER	5005 DORCHESTER CIRCLE	WALDORF, MD 20603	1,419
09	Charles	06-017	WAKEFIELD NEIGHBORHOOD CENTER	2002 NANTUCKET DRIVE	WALDORF, MD 20602	1,454
09	Charles	07-001	ST. MARY'S STAR OF THE SEA SCHOOL	6485 INDIAN HEAD HIGHWAY	BRYANS ROAD, MD 20616	3,062
09	Charles	07-002	INDIAN HEAD VILLAGE GREEN PAVILION	100 WALTER THOMAS ROAD	INDIAN HEAD, MD 20640	2,116
09	Charles	07-003	MATTHEW HENSON MIDDLE SCHOOL	**PARKING IN REAR OF SCHOOL** 3535 LIVINGSTON ROAD	BRYANS ROAD, MD 20616	2,845
09	Charles	08-001	T.C. MARTIN ELEMENTARY SCHOOL	6315 OLIVERS SHOP ROAD	BRYANTOWN, MD 20617	3,066
09	Charles	08-002	ST. PETER'S SCHOOL	3320 ST. PETER'S DRIVE	WALDORF, MD 20601	2,128
09	Charles	08-003	TRINITY BAPTIST CHURCH HALL	2671 MATTAWOMAN-BEANTOWN ROAD	WALDORF, MD 20601	1,721
09	Charles	08-004	CHURCH OF THE NAZARENE	5105 LEONARDTOWN ROAD	WALDORF, MD 20601	2,188
09	Charles	09-001	HUGHESVILLE FIREHOUSE	15245 PRINCE FREDERICK ROAD	HUGHESVILLE, MD 20637	2,075
09	Charles	09-002	BENEDICT FIREHOUSE	18210 HYATT AVE	BENEDICT, MD 20612	1,997
09	Charles	10-001	GALE BAILEY ELEMENTARY SCHOOL	4740 PISGAH-MARBURY ROAD	MARBURY, MD 20658	2,454
10	Dorchester	01001	ELDORADO-BROOKVIEW FIRE HALL	5752 RHODESDALE-ELDORADO RD	RHODESDALE, MD 21659	1,072
10	Dorchester	02001	WARWICK ELEMENTARY SCHOOL CAFETERIA	155 MAIN ST	SECRETARY, MD 21664	1,190
10	Dorchester	02002	NORTH DORCHESTER HIGH SCHOOL FOYER	5875 CLOVERDALE RD	SHILOH, MD 21643	372
10	Dorchester	03001	VIENNA ELEMENTARY SCHOOL CAFETERIA	4905 OCEAN GTWY	VIENNA, MD 21869	245
10	Dorchester	03002	VIENNA ELEMENTARY SCHOOL CAFETERIA	4905 OCEAN GTWY	VIENNA, MD 21869	301
10	Dorchester	04001	TAYLORS ISLAND FIRE HALL	510 TAYLORS ISLAND RD	TAYLORS ISLAND, MD 21669	175

10	Dorchester	05001	SOUTH DORCHESTER K-8 SCHOOL	3485 GOLDEN HILL RD	CHURCH CREEK, MD 21622	219
10	Dorchester	06001	HOOPERS ISLAND FIRE HALL	2756 HOOPERS ISLAND RD	FISHING CREEK, MD 21634	338
10	Dorchester	07001	ST PAUL'S CHURCH HALL	205 MARYLAND AVE	CAMBRIDGE, MD 21613	1,654
10	Dorchester	07002	CHOPTANK ELEMENTARY SCHOOL CAFETERIA	1103 MACES LN	CAMBRIDGE, MD 21613	2,761
10	Dorchester	07003	C-SD HIGH SCHOOL COMMONS	2475 CAMBRIDGE BTWY	CAMBRIDGE, MD 21613	698
10	Dorchester	07004	C-SD HIGH SCHOOL COMMONS	2475 CAMBRIDGE BTWY	CAMBRIDGE, MD 21613	445
10	Dorchester	07005	ST PAUL'S CHURCH HALL	205 MARYLAND AVE	CAMBRIDGE, MD 21613	157
10	Dorchester	07006	SANDY HILL ELEMENTARY SCHOOL GYM	1503 GLASGOW ST	CAMBRIDGE, MD 21613	2,337
10	Dorchester	07007	SANDY HILL ELEMENTARY SCHOOL GYM	1503 GLASGOW ST	CAMBRIDGE, MD 21613	137
10	Dorchester	08001	NECK DISTRICT FIRE HALL	954 COOKS POINT RD	CAMBRIDGE, MD 21613	694
10	Dorchester	09001	CHURCH CREEK FIRE HALL	1902 CHURCH CREEK RD	CHURCH CREEK, MD 21622	456
10	Dorchester	10001	LAKES-STRAITS FIRE HALL	2103 FARM CREEK RD	WINGATE, MD 21675	226
10	Dorchester	11001	VIENNA ELEMENTARY SCHOOL CAFETERIA	4905 OCEAN GTWY	VIENNA, MD 21869	44
10	Dorchester	12001	HURLOCK ELEMENTARY SCHOOL CAFETERIA	301 CHARLES ST	HURLOCK, MD 21643	268
10	Dorchester	12002	HURLOCK ELEMENTARY SCHOOL CAFETERIA	301 CHARLES ST	HURLOCK, MD 21643	341
10	Dorchester	13001	BUCKTOWN CHURCH HALL	4346 BUCKTOWN RD	CAMBRIDGE, MD 21613	159
10	Dorchester	13002	BUCKTOWN CHURCH HALL	4346 BUCKTOWN RD	CAMBRIDGE, MD 21613	141
10	Dorchester	14001	LINKWOOD-SALEM FIRE HALL	3905 OCEAN GTWY	LINKWOOD, MD 21835	1,686
10	Dorchester	14002	LINKWOOD-SALEM FIRE HALL	3905 OCEAN GTWY	LINKWOOD, MD 21835	51
10	Dorchester	15001	HURLOCK ELEMENTARY SCHOOL GYM	301 CHARLES ST	HURLOCK, MD 21643	1,555
10	Dorchester	15002	HURLOCK ELEMENTARY SCHOOL GYM	301 CHARLES ST	HURLOCK, MD 21643	97
10	Dorchester	15003	HURLOCK ELEMENTARY SCHOOL GYM	301 CHARLES ST	HURLOCK, MD 21643	990
10	Dorchester	16001	MADISON FIRE HALL	1154 TAYLORS ISLAND RD	MADISON, MD 21648	335
10	Dorchester	17001	SALEM CHURCH-COMMUNITY HALL	4167 SALEM RD	VIENNA, MD 21869	173
10	Dorchester	18001	ELLIOTT CHURCH-COMMUNITY HALL	2310 ELLIOTT ISLAND RD	ELLIOTT, MD 21869	53
11	Frederick	01001	CARROLL MANOR ELEM SCH	5624 ADAMSTOWN RD	ADAMSTOWN, MD 21710	3,698
11	Frederick	01002	TUSCARORA HIGH SCHOOL	5312 BALLENGER CREEK PIKE	FREDERICK, MD 21703	2,087
11	Frederick	02001	LINCOLN ELEM SCHOOL B	200 MADISON ST BLDG B	FREDERICK, MD 21701	2,443
11	Frederick	02002	LINCOLN ELEM SCHOOL A	250 MADISON ST, BLDG A	FREDERICK, MD 21701	941
11	Frederick	02003	EVANGELICAL LUTHERAN CHURCH	31 E CHURCH ST	FREDERICK, MD 21701	2,517
11	Frederick	02004	HILLCREST ELEM SCHOOL	1285 HILLCREST DR	FREDERICK, MD 21703	2,201
11	Frederick	02005	WILLIAM R. TALLEY REC. CTR	121 NORTH BENTZ ST	FREDERICK, MD 21701	1,303
11	Frederick	02006	BALLENGER CREEK MIDDLE SCH	5525 BALLENGER CREEK PIKE	FREDERICK, MD 21703	2,313
11	Frederick	02007	GOV THOMAS JOHNSON MIDDLE SCH	1799 SCHIFFERSTADT BLVD	FREDERICK, MD 21701	2,598
11	Frederick	02008	WAVERLEY ELEM SCHOOL	201 WAVERLEY DR	FREDERICK, MD 21702	2,630
11	Frederick	02009	WILLIAM R. TALLEY REC. CTR	121 NORTH BENTZ ST	FREDERICK, MD 21701	1,861
11	Frederick	02010	MONOCACY MIDDLE SCHOOL	8009 OPOSSUMTOWN PIKE	FREDERICK, MD 21702	3,324
11	Frederick	02011	NORTH FREDERICK ELEM SCHOOL	1001 MOTTER AVE	FREDERICK, MD 21701	2,147
11	Frederick	02012	HILLCREST ELEM SCHOOL	1285 HILLCREST DR	FREDERICK, MD 21703	1,076
11	Frederick	02013	INDEPENDENT HOSE COMPANY NO. 1	310 BAUGHMANS LN	FREDERICK, MD 21702	2,405
11	Frederick	02014	BALLENGER CREEK ELEM SCHOOL	5250 KINGSBROOK DR	FREDERICK, MD 21703	1,150
11	Frederick	02015	MONOCACY ELEM SCHOOL	7421 HAYWARD RD	FREDERICK, MD 21702	2,845
11	Frederick	02016	CRESTWOOD MIDDLE SCHOOL	7100 FOXCROFT DR	FREDERICK, MD 21703	1,555
11	Frederick	02017	CORNERSTONE FELLOWSHIP CHURCH	66 WAVERLEY DR	FREDERICK, MD 21702	1,570
11	Frederick	02018	CHURCH OF JESUS CHRIST OF LATTER DAY SAINTS	1811 LATHAM DR	FREDERICK, MD 21701	1,167
11	Frederick	03001	MIDDLETOWN MIDDLE SCHOOL	100 HIGH ST	MIDDLETOWN, MD 21769	1,786
11	Frederick	03002	MIDDLETOWN ELEM SCHOOL	201 EAST GREEN ST	MIDDLETOWN, MD 21769	2,900
11	Frederick	03003	MIDDLETOWN PRIMARY SCHOOL	403 FRANKLIN ST	MIDDLETOWN, MD 21769	1,898
11	Frederick	04001	CREAGERSTOWN LUTHERAN PARISH	8619 BLACKS MILL RD	THURMONT, MD 21788	697
11	Frederick	05001	EMMITSBURG ELEM SCHOOL	300 SOUTH SETON AVE	EMMITSBURG, MD 21727	3,083
11	Frederick	06001	WOLFSVILLE ELEM SCHOOL	12520 WOLFSVILLE RD	MYERSVILLE, MD 21773	1,333
11	Frederick	07001	URBANA ELEM SCHOOL	3554 URBANA PIKE	FREDERICK, MD 21704	1,931
11	Frederick	07002	CENTERVILLE ELEM SCHOOL	3601 CARRIAGE HILL DR	FREDERICK, MD 21704	2,902
11	Frederick	07003	URBANA HIGH SCHOOL	3471 CAMPUS DR	IJAMSVILLE, MD 21754	2,129
11	Frederick	07004	URBANA REGIONAL LIBRARY	9020 AMELUNG ST	FREDERICK, MD 21704	1,297
11	Frederick	08001	LIBERTY ELEM SCHOOL	11820 LIBERTY RD	FREDERICK, MD 21701	1,508
11	Frederick	09001	NEW MARKET MIDDLE SCHOOL	125 WEST MAIN ST	NEW MARKET, MD 21774	2,291
11	Frederick	09002	GREEN VALLEY ELEM SCHOOL	11501 FINGERBOARD RD	MONROVIA, MD 21770	3,033
11	Frederick	09003	OAKDALE MIDDLE SCHOOL	9840 OLD NATIONAL PIKE	IJAMSVILLE, MD 21754	1,156
11	Frederick	09004	KEMPTOWN ELEM SCHOOL	3456 KEMPTOWN CHURCH RD	MONROVIA, MD 21770	2,925
11	Frederick	09005	NEW MARKET UNITED METHODIST CHURCH	ROUTE 874	NEW MARKET, MD 21774	1,242
11	Frederick	09006	SPRING RIDGE ELEM SCHOOL	9051 RIDGEFIELD DR	FREDERICK, MD 21701	2,601
11	Frederick	09007	DEER CROSSING ELEM SCHOOL	10601 FINN DR	NEW MARKET, MD 21774	3,152
11	Frederick	09008	SPRING RIDGE ELEM SCHOOL	9051 RIDGEFIELD DR	FREDERICK, MD 21701	1,033
11	Frederick	10001	SABILLASVILLE ELEM SCH	16210B SABILLASVILLE RD	SABILLASVILLE, MD 21780	1,337
11	Frederick	11001	WOODSBORO ELEMENTARY SCHOOL	101 LIBERTY ROAD	WOODSBORO, MD 21798	1,908
11	Frederick	12001	FAITH BAPTIST CHURCH	2212 JEFFERSON PIKE	KNOXVILLE, MD 21758	1,805

11	Frederick	13001	MT PLEASANT RURITAN CLUB	8101 CRUM RD	WALKERSVILLE, MD 21793	3,223
11	Frederick	13002	MT. PLEASANT RURITAN CLUB	8101 CRUM RD	WALKERSVILLE, MD 21793	262
11	Frederick	14001	JEFFERSON RURITAN COMM CTR	4603B LANDER RD	JEFFERSON, MD 21755	3,203
11	Frederick	15001	THURMONT MIDDLE SCHOOL	408 EAST MAIN ST	THURMONT, MD 21788	2,407
11	Frederick	15002	THURMONT ELEM SCHOOL	805 EAST MAIN ST	THURMONT, MD 21788	2,669
11	Frederick	16001	MYERSVILLE ELEM SCHOOL	LUSHBAUGH WAY	MYERSVILLE, MD 21773	2,743
11	Frederick	17001	JOHNSVILLE METHODIST HALL	11106 GREEN VALLEY RD	UNION BRIDGE, MD 21791	1,321
11	Frederick	18001	TWIN RIDGE ELEM SCHOOL	1106 LEAFY HOLLOW CIR	MT AIRY, MD 21771	3,918
11	Frederick	18002	PROSPECT UNITED METHODIST CHURCH	5923 WOODVILLE RD	MT AIRY, MD 21771	2,156
11	Frederick	19001	LINGANORE GRANGE HALL	13629 UNIONVILLE RD	MT AIRY, MD 21771	1,106
11	Frederick	20001	LEWISTOWN ELEM SCHOOL	11119 HESSONG BRIDGE RD	THURMONT, MD 21788	1,824
11	Frederick	21001	BROOK HILL UNITED METHODIST CHURCH	8946 INDIAN SPRINGS RD	FREDERICK, MD 21702	2,178
11	Frederick	21002	WHITTIER ELEM SCHOOL	2400 WHITTIER DR	FREDERICK, MD 21702	1,449
11	Frederick	21003	YELLOW SPRINGS ELEM SCH	8717 YELLOW SPRINGS RD	FREDERICK, MD 21702	2,428
11	Frederick	22001	BURKITTSVILLE COMM CNTR	500 EAST MAIN ST	BURKITTSVILLE, MD 21718	1,095
11	Frederick	23001	ORCHARD GROVE ELEM SCHOOL	5898 HANNOVER DR	FREDERICK, MD 21703	3,038
11	Frederick	23002	ORCHARD GROVE ELEM SCHOOL	5898 HANNOVER DR	FREDERICK, MD 21703	82
11	Frederick	24001	BRADDOCK HGTS FIRE HALL	6715 JEFFERSON BLVD	BRADDOCK HEIGHTS, MD 21714	1,484
11	Frederick	24002	MASONIC TEMPLE	6816 BLENTLINGER RD	FREDERICK, MD 21702	1,869
11	Frederick	24003	BRADDOCK HEIGHTS COMMUNITY CENTER	4830 SCHLEY AVENUE	BRADDOCK HEIGHTS, MD 21714	533
11	Frederick	25001	BRUNSWICK MIDDLE SCHOOL	301 CUMMINGS DR	BRUNSWICK, MD 21716	2,762
11	Frederick	26001	WALKERSVILLE MIDDLE SCHOOL	55 FREDERICK ST	WALKERSVILLE, MD 21793	2,945
11	Frederick	26002	WALKERSVILLE HIGH SCHOOL	81 FREDERICK ST	WALKERSVILLE, MD 21793	2,655
12	Garrett	01000	SWANTON COMMUNITY CENTER	3335 SWANTON RD	SWANTON, MD 21561	1,198
12	Garrett	02000	FRIENDSVILLE ELEMENTARY SCHOOL	841 FIRST AVE	FRIENDSVILLE, MD 21531	1,111
12	Garrett	03001	GRANTSVILLE ELEMENTARY SCHOOL	120 GRANT ST	GRANTSVILLE, MD 21536	1,519
12	Garrett	03002	JENNINGS UNITED METHODIST CHURCH	32 HARE HOLLOW ROAD	GRANTSVILLE, MD 21536	452
12	Garrett	04000	BLOOMINGTON FIRE HALL	77 NORTH BRANCH AVE	BLOOMINGTON, MD 21523	516
12	Garrett	05000	ACCIDENT FIRE HALL	109 S SOUTH ST	ACCIDENT, MD 21520	1,150
12	Garrett	06000	GARRETT COLLEGE	687 MOSSER RD ROOM 300	MCHENRY, MD 21541	1,331
12	Garrett	07000	ST PETER'S SOCIAL HALL	220 S FOURTH ST	OAKLAND, MD 21550	1,448
12	Garrett	08001	GORMAN FIRE HALL	270 GORMAN RD	GORMAN, MD 21550	437
12	Garrett	08002	PLEASANT VALLEY COMMUNITY CENTER	975 JONI MILLER RD	OAKLAND, MD 21550	498
12	Garrett	09000	RT. 40 ELEMENTARY SCHOOL	17764 NATIONAL PIKE	FROSTBURG, MD 21532	823
12	Garrett	10000	DEER PARK VOLUNTEER FIRE DEPARTMENT	5353 MARYLAND HWY	OAKLAND, MD 21550	1,214
12	Garrett	11000	SAVAGE MT. YOUTH CENTER	164 FREEDOM LN	LONACONING, MD 21539	104
12	Garrett	12000	BITTINGER COMMUNITY BUILDING	176 BRENNEMAN RD	BITTINGER, MD 21522	512
12	Garrett	13000	KITZMILLER VOLUNTEER FIRE DEPARTMENT	438 E MAIN ST	KITZMILLER, MD 21538	406
12	Garrett	14001	OAKLAND FIRE HALL	31 S THIRD ST	OAKLAND, MD 21550	1,904
12	Garrett	14002	CRELLIN ELEMENTARY SCHOOL	115 KENDALL DR	OAKLAND, MD 21550	799
12	Garrett	15000	AVILTON COMMUNITY CENTER	8295 AVILTON LONACONING RD	LONACONING, MD 21539	387
12	Garrett	16000	DENNETT ROAD ELEMENTARY SCHOOL	770 DENNETT RD	MT. LAKE PARK, MD 21550	2,057
13	Harford	01001	MAGNOLIA MIDDLE SCHOOL	299 FORT HOYLE ROAD	JOPPA, MD 21085	2,567
13	Harford	01002	JOPPA MAGNOLIA FIRE HALL	1403 OLD S. MOUNTAIN ROAD	JOPPA, MD 21085	1,735
13	Harford	01003	EDGEWOOD ELEMENTARY SCHOOL CAFETERIA	2100 CEDAR DRIVE	EDGEWOOD, MD 21040	1,274
13	Harford	01004	JOPPATOWNE JUNIOR/SENIOR HIGH SCHOOL GYMNASIUM	555 JOPPA FARM ROAD	JOPPA, MD 21085	2,568
13	Harford	01005	DEERFIELD ELEMENTARY SCHOOL	2307 WILLOUGHBY BEACH RD	EDGEWOOD, MD 21040	2,032
13	Harford	01006	MAGNOLIA ELEMENTARY SCHOOL	901 TRIMBLE ROAD	JOPPA, MD 21085	2,446
13	Harford	01007	TRINITY LUTHERAN SCHOOL	1100 PHILADELPHIA ROAD (RT. 7)	JOPPA, MD 21085	1,601
13	Harford	01008	EMMORTON ELEMENTARY SCHOOL	2502 S.TOLLGATE ROAD	BEL AIR, MD 21015	2,772
13	Harford	01009	ABINGDON ELEMENTARY SCHOOL CAFETERIA	399 SINGER ROAD	ABINGDON, MD 21009	1,927
13	Harford	01010	WILLIAM PACA ELEMENTARY SCHOOL	2706 OLD PHILADELPHIA ROAD	ABINGDON, MD 21009	2,852
13	Harford	01011	WILLIAM S. JAMES ELEMENTARY SCHOOL	1 LAURENTUM PARKWAY	ABINGDON, MD 21009	2,500
13	Harford	01012	ABINGDON FIRE HALL	3306 ABINGDON ROAD	ABINGDON, MD 21009	2,553
13	Harford	01013	ST. FRANCIS DE SALES CHURCH HALL	1450 ABINGDON ROAD	ABINGDON, MD 21009	2,517
13	Harford	01014	PATTERSON MILL MIDDLE-HIGH SCHOOL	85 PATTERSON MILL ROAD	BEL AIR, MD 21015	3,391
13	Harford	01015	ABINGDON ELEMENTARY SCHOOL GYM	399 SINGER ROAD	ABINGDON, MD 21009	2,342
13	Harford	01016	CHURCH CREEK ELEMENTARY SCHOOL	4299 CHURCH CREEK ROAD	BELCAMP, MD 21017	2,480
13	Harford	01017	HIGHLANDS SCHOOL	2409 CRESWELL ROAD (RT. 543)	BEL AIR, MD 21015	1,372
13	Harford	01018	OLD POST ROAD ELEMENTARY SCHOOL	2706 OLD PHILADELPHIA ROAD	ABINGDON, MD 21009	1,660
13	Harford	01019	EDGEWOOD HIGH SCHOOL	2415 WILLOUGHBY BEACH ROAD	EDGEWOOD, MD 21040	2,356
13	Harford	01020	RIVERSIDE COMMUNITY CENTER	1 CHURCH CREEK DRIVE	BELCAMP, MD 21017	2,173
13	Harford	01021	ST. MARY'S EMMORTON	1 ST. MARY'S CHURCH ROAD	ABINGDON, MD 21009	813
13	Harford	01041	RIVERSIDE ELEMENTARY SCHOOL	211 STILLMEADOW DRIVE	JOPPA, MD 21085	1,719
13	Harford	01045	JOPPATOWNE JUNIOR/SENIOR HIGH SCHOOL	555 JOPPA FARM ROAD	JOPPA, MD 21085	2,220
13	Harford	02001	GEORGE D. LISBY ELEM. SCHOOL CAFETERIA	810 EDMUND STREET	ABERDEEN, MD 21001	245
13	Harford	02002	LEVEL FIRE HALL	3633 LEVEL VILLAGE ROAD	HAVRE DE GRACE, MD 21078	3,018

13	Harford	02003	ST. GEORGE'S PARISH - PARISH HOUSE	1502 PERRYMAN ROAD	PERRYMAN, MD 21130	1,431
13	Harford	02004	ABERDEEN SENIOR HIGH SCHOOL CAFETERIA	251 PARADISE ROAD	ABERDEEN, MD 21001	183
13	Harford	02005	ABERDEEN MIDDLE SCHOOL - CAFETERIA	111 MT. ROYAL AVENUE	ABERDEEN, MD 21001	131
13	Harford	02010	ABERDEEN SENIOR HIGH SCHOOL CAFETERIA	251 PARADISE ROAD	ABERDEEN, MD 21001	2,352
13	Harford	02011	ABERDEEN MIDDLE SCHOOL - CAFETERIA	111 MT. ROYAL AVENUE	ABERDEEN, MD 21001	2,015
13	Harford	02014	HALL'S CROSS ROADS ELEM SCHOOL CAFETERIA	203 EAST BEL AIR AVENUE	ABERDEEN, MD 21001	1,646
13	Harford	02015	GEORGE D. LISBY ELEM. SCHOOL CAFETERIA	810 EDMUND STREET	ABERDEEN, MD 21001	1,965
13	Harford	02019	HALL'S CROSS ROADS ELEM SCHOOL CAFETERIA	203 EAST BEL AIR AVENUE	ABERDEEN, MD 21001	201
13	Harford	03002	CHURCHVILLE ELEMENTARY SCHOOL CAFETERIA	2935 LEVEL ROAD (RT. 155)	CHURCHVILLE, MD 21028	2,319
13	Harford	03003	FALLSTON SENIOR HIGH SCHOOL CAFETERIA	2301 CARRS MILL ROAD	FALLSTON, MD 21047	3,328
13	Harford	03004	HICKORY ELEMENTARY SCHOOL	2100 CONOWINGO ROAD	BEL AIR, MD 21014	1,478
13	Harford	03005	FOREST HILL ELEMENTARY SCHOOL	2407 ROCKS ROAD	FOREST HILL, MD 21050	3,541
13	Harford	03006	FALLSTON MIDDLE SCHOOL	2303 CARRS MILL ROAD	FALLSTON, MD 21047	2,708
13	Harford	03007	MOUNTAIN CHRISTIAN SCHOOL	1824 MOUNTAIN ROAD (RT. 152)	JOPPA, MD 21085	1,932
13	Harford	03008	KNIGHTS OF COLUMBUS HALL	23 NEWPORT DRIVE	FOREST HILL, MD 21050	2,553
13	Harford	03009	FOREST LAKE ELEMENTARY SCHOOL	100 OSBORNE PARKWAY	FOREST HILL, MD 21050	2,967
13	Harford	03010	BEL AIR ELEMENTARY SCHOOL GYM	30 E. LEE STREET	BEL AIR, MD 21014	2,397
13	Harford	03011	MT. ARARAT LODGE	136 E GORDON STREET	BEL AIR, MD 21014	1,720
13	Harford	03012	BEL AIR MIDDLE SCHOOL	99 IDLEWILD STREET	BEL AIR, MD 21014	1,897
13	Harford	03013	BEL FOREST CHRISTIAN ACADEMY	603 VALE ROAD	BEL AIR, MD 21014	2,695
13	Harford	03014	BEL AIR UNITED METHODIST CHURCH HALL	21 LINWOOD AVENUE	BEL AIR, MD 21014	1,849
13	Harford	03015	BEL AIR HIGH SCHOOL CAFETERIA	100 HEIGHE STREET	BEL AIR, MD 21014	1,714
13	Harford	03016	RING FACTORY ELEMENTARY SCHOOL	1400 EMMORTON ROAD	BEL AIR, MD 21015	2,057
13	Harford	03017	HOMESTEAD ELEMENTARY SCHOOL	900 S. MAIN STREET	BEL AIR, MD 21014	2,322
13	Harford	03018	SOUTHAMPTON MIDDLE SCHOOL	1200 MOORES MILL ROAD	BEL AIR, MD 21014	2,320
13	Harford	03019	C. MILTON WRIGHT HIGH SCHOOL	1301 N. FOUNTAIN GREEN ROAD	BEL AIR, MD 21014	2,385
13	Harford	03020	PROSPECT MILL ELEMENTARY SCHOOL	101 PROSPECT MILL ROAD	BEL AIR, MD 21015	2,259
13	Harford	03021	FOUNTAIN GREEN ELEMENTARY SCHOOL	517 S. FOUNTAIN GREEN ROAD	BEL AIR, MD 21015	2,508
13	Harford	03022	HARFORD TECHNICAL HIGH SCHOOL	200 THOMAS RUN ROAD	BEL AIR, MD 21015	2,527
13	Harford	03023	ST. MATTHEW LUTHERAN CHURCH-GREAT HALL	1200 CHURCHVILLE ROAD	BEL AIR, MD 21014	2,407
13	Harford	03024	CHRIST CHURCH ROCK SPRING	2100 ROCK SPRING ROAD	FOREST HILL, MD 21050	1,921
13	Harford	04001	JARRETTSVILLE ELEMENTARY SCHOOL CAFETERIA	3818 NORRISVILLE ROAD	JARRETTSVILLE, MD 21084	2,801
13	Harford	04002	YOUTHS BENEFIT ELEMENTARY SCHOOL INTERMEDIATE BLDG	1901 FALLSTON ROAD	FALLSTON, MD 21047	2,447
13	Harford	04003	NORRISVILLE ELEMENTARY SCHOOL	5302 NORRISVILLE ROAD	WHITE HALL, MD 21161	2,344
13	Harford	04004	NORTH BEND ELEMENTARY SCHOOL	1445 NORTH BEND ROAD	JARRETTSVILLE, MD 21084	2,324
13	Harford	04005	YOUTHS BENEFIT ELEMENTARY SCHOOL PRIMARY BLDG	1901 FALLSTON ROAD	FALLSTON, MD 21047	2,862
13	Harford	04006	JARRETTSVILLE FIRE HALL	3825 FEDERAL HILL ROAD	JARRETTSVILLE, MD 21084	1,917
13	Harford	05001	DUBLIN ELEMENTARY SCHOOL	1527 WHITEFORD ROAD	STREET, MD 21154	2,241
13	Harford	05002	NORTH HARFORD HIGH SCHOOL	211 PYLESVILLE ROAD	PYLESVILLE, MD 21132	1,959
13	Harford	05003	NORTH HARFORD ELEMENTARY CAFETERIA	120 PYLESVILLE ROAD	PYLESVILLE, MD 21132	2,195
13	Harford	05004	DARLINGTON ELEMENTARY SCHOOL	2119 SHURESVILLE ROAD	DARLINGTON, MD 21034	1,272
13	Harford	06001	HAVRE DE GRACE HIGH SCHOOL	700 CONGRESS AVENUE	HAVRE DE GRACE, MD 21078	1,646
13	Harford	06002	MEADOWVALE ELEMENTARY SCHOOL	910 GRACEVIEW DRIVE	HAVRE DE GRACE, MD 21078	1,731
13	Harford	06003	HAVRE DE GRACE ELEMENTARY SCHOOL	600 S JUNIATA STREET	HAVRE DE GRACE, MD 21078	1,565
13	Harford	06004	HAVRE DE GRACE MIDDLE SCHOOL	401 LEWIS LANE	HAVRE DE GRACE, MD 21078	903
13	Harford	06005	ROYE WILLIAMS ELEMENTARY SCHOOL	201 OAKINGTON ROAD	HAVRE DE GRACE, MD 21078	159
13	Harford	06006	HAVRE DE GRACE AMBULANCE CORP	1601 LEVEL ROAD	HAVRE DE GRACE, MD 21078	2,550
14	Howard	01001	ST. AUGUSTINE SCHOOL GYM	5990 OLD WASHINGTON BLVD	ELKRIDGE, MD 21075	2,149
14	Howard	01002	ELKRIDGE LANDING MID SCHOOL- GYM	7085 MONTGOMERY RD	ELKRIDGE, MD 21075	2,075
14	Howard	01003	MAYFIELD WOODS MID SCHOOL-CAFETERIA	7950 RED BARN WAY	ELKRIDGE, MD 21075	2,198
14	Howard	01004	ILCHESTER ELEM SCHOOL-CAFETERIA	4981 ILCHESTER ROAD	ELLCOTT CITY, MD 21043	2,290
14	Howard	01005	CHINESE BAPTIST CHURCH-HALL	5005 WATERLOO RD	ELLCOTT CITY, MD 21043	579
14	Howard	01006	DEEP RUN ELEM SCHOOL-CAFETERIA	6925 OLD WATERLOO ROAD	ELKRIDGE, MD 21075	1,847
14	Howard	01007	WATERLOO ELEM SCHOOL-GYM	5940 WATERLOO ROAD	COLUMBIA, MD 21045	177
14	Howard	01008	ELKRIDGE ELEM SCHOOL-CAFETERIA	7075 MONTGOMERY ROAD	ELKRIDGE, MD 21075	1,626
14	Howard	01009	ROCKBURN ELEM SCHOOL-CAFETERIA	6145 MONTGOMERY ROAD	ELKRIDGE, MD 21075	1,436
14	Howard	01010	WATERLOO ELEM SCHOOL-CAFETERIA	5940 WATERLOO ROAD	COLUMBIA, MD 21045	1,284
14	Howard	01011	ILCHESTER ELEM SCHOOL-GYM	4981 ILCHESTER ROAD	ELLCOTT CITY, MD 21043	1,105
14	Howard	01012	BELLOWS SPRING ELEM. SCHOOL- CAFETERIA	8125 OLD STOCKBRIDGE DR	ELLCOTT CITY, MD 21043	272
14	Howard	01013	ELKRIDGE ELEM SCHOOL- GYM	7075 MONTGOMERY RD	ELKRIDGE, MD 21075	1,063
14	Howard	01014	ROCKBURN ELEM SCHOOL- GYM	6145 MONTGOMERY RD	ELKRIDGE, MD 21075	1,303
14	Howard	01015	DEEP RUN ELEM SCHOOL - GYM	6925 OLD WATERLOO RD	ELKRIDGE, MD 21075	1,664
14	Howard	02001	PARK VIEW AT ELLICOTT CITY-DAY ROOM	8720 RIDGE ROAD	ELLCOTT CITY, MD 21043	1,581
14	Howard	02002	ELLCOTT MILLS MID SCHOOL-CAFETERIA	4445 MONTGOMERY ROAD	ELLCOTT CITY, MD 21043	2,262
14	Howard	02003	ELLCOTT MILLS MID SCHOOL-GYM	4445 MONTGOMERY ROAD	ELLCOTT CITY, MD 21043	2,394
14	Howard	02004	HOWARD HIGH SCHOOL-GYMNASIUM	8700 ROUTE 108	ELLCOTT CITY, MD 21043	1,463
14	Howard	02005	CENTENNIAL LANE ELEM SCHOOL-CAFETERIA	3825 CENTENNIAL LANE	ELLCOTT CITY, MD 21042	1,498

14	Howard	02006	ST. JOHN'S LANE ELEM SCHOOL-CAFETERIA	2960 ST. JOHN'S LANE	ELLCOTT CITY, MD 21042	1,500
14	Howard	02007	MT. HEBRON HIGH SCHOOL-CAFETERIA	9440 ROUTE 99	ELLCOTT CITY, MD 21042	1,624
14	Howard	02008	HOLLIFIELD STATION ELEM SCHOOL-CAFETERIA	8701 STONEHOUSE DRIVE	ELLCOTT CITY, MD 21043	1,727
14	Howard	02009	THE HEARTLANDS-CAFETERIA	3004 NORTH RIDGE ROAD	ELLCOTT CITY, MD 21043	2,105
14	Howard	02010	CENTENNIAL HIGH SCHOOL-CAFETERIA	4300 CENTENNIAL LANE	ELLCOTT CITY, MD 21042	1,224
14	Howard	02011	KIWANIS HALL-ROOMS 1 & 2	10481 FREDERICK ROAD	ELLCOTT CITY, MD 21042	2,192
14	Howard	02012	ELLCOTT CITY SENIOR CENTER- MEETING ROOM	9401 FREDERICK ROAD	ELLCOTT CITY, MD 21042	2,290
14	Howard	02013	DUNLOGGIN MID SCHOOL-CAFETERIA	9129 NORTHFIELD ROAD	ELLCOTT CITY, MD 21042	946
14	Howard	02014	HARVESTER BAPTIST CHURCH-CLASSROOM	9605 OLD ANNAPOLIS ROAD	ELLCOTT CITY, MD 21042	955
14	Howard	02015	BURLEIGH MANOR MID SCHOOL-GYM	4200 CENTENNIAL LANE	ELLCOTT CITY, MD 21042	2,121
14	Howard	02016	WORTHINGTON ELEM SCHOOL-CAFETERIA	4570 ROUNDHILL RD	ELLCOTT CITY, MD 21043	1,538
14	Howard	02017	BURLEIGH MANOR MID SCHOOL-CAFETERIA	4200 CENTENNIAL LANE	ELLCOTT CITY, MD 21042	2,112
14	Howard	02018	MT. HEBRON HIGH SCHOOL-GYM	9440 ROUTE 99	ELLCOTT CITY, MD 21042	2,067
14	Howard	02019	WAVERLY ELEM SCHOOL-CAFETERIA	10220 WETHERBURN ROAD	ELLCOTT CITY, MD 21042	1,502
14	Howard	02020	NORTHFIELD ELEM SCHOOL-CAFETERIA	9125 NORTHFIELD ROAD	ELLCOTT CITY, MD 21042	950
14	Howard	02021	NORTHFIELD ELEM SCHOOL-GYM	9125 NORTHFIELD ROAD	ELLCOTT CITY, MD 21042	333
14	Howard	02022	CENTENNIAL HIGH SCHOOL-GYM	4300 CENTENNIAL LANE	ELLCOTT CITY, MD 21042	57
14	Howard	02023	HOLLIFIELD STATION ELEM. SCHOOL- GYM	8701 STONEHOUSE DR	ELLCOTT CITY, MD 21043	1,198
14	Howard	02024	PATAPSCO MIDDLE SCHOOL- GYM	8885 OLD FREDERICK ROAD	ELLCOTT CITY, MD 21043	1,272
14	Howard	02025	BONNIE BRANCH MID SCHOOL - CAFETERIA	4979 ILCHESTER RD	ELLCOTT CITY, MD 21043	1,333
14	Howard	03001	WEST FRIENDSHIP ELEM SCHOOL-CAFETERIA	12500 FREDERICK ROAD	W. FRIENDSHIP, MD 21794	1,549
14	Howard	03002	MT. VIEW MID SCHOOL-CAFETERIA	12101 WOODFORD DRIVE	MARRIOTTSVILLE, MD 21104	2,132
14	Howard	03003	MANOR WOODS ELEM SCHOOL-CAFETERIA	11575 ROUTE 144	ELLCOTT CITY, MD 21042	2,099
14	Howard	03004	MANOR WOODS ELEM SCHOOL-GYM	11575 ROUTE 144	ELLCOTT CITY, MD 21042	252
14	Howard	03005	MT. VIEW MIDDLE SCHOOL- GYM	12101 WOODFORD DR	MARRIOTTSVILLE, MD 21104	3,041
14	Howard	03006	FOLLY QUARTER MID SCHOOL - CAFETERIA	13500 TRIADELPHIA RD	ELLCOTT CITY, MD 21042	1,606
14	Howard	04001	LISBON VOLUNTEER FIRE DEPT-HALL	1330 ROUTE 94	LISBON, MD 21765	1,241
14	Howard	04002	GLENELG HIGH SCHOOL-CAFETERIA	14025 BURNTWOODS ROAD	GLENELG, MD 21737	1,468
14	Howard	04003	LISBON ELEM SCHOOL-CAFETERIA	15901 FREDERICK ROAD	LISBON, MD 21765	1,708
14	Howard	04004	LISBON ELEM. SCHOOL- GYM	15901 FREDERICK RD	LISBON, MD 21765	1,946
14	Howard	04005	ST. MICHAEL'S CATHOLIC CHURCH - MULTI-PURPOSE RM	1125 ST. MICHAELS RD	MT. AIRY, MD 21771	1,388
14	Howard	04006	GLENWOOD MID SCHOOL - CAFETERIA	2680 RT 97	GLENWOOD, MD 21738	1,710
14	Howard	05001	CLARKSVILLE ELEM SCHOOL-CAFETERIA	12041 ROUTE 108	CLARKSVILLE, MD 21029	2,410
14	Howard	05002	LONGFELLOW ELEM SCHOOL-CAFETERIA	5470 HESPERUS DRIVE	COLUMBIA, MD 21044	871
14	Howard	05003	VANTAGE HSE RETIREMENT CTR-AUDITORIUM	5400 VANTAGE POINT RD.	COLUMBIA, MD 21044	2,181
14	Howard	05004	WILDE LAKE HIGH SCHOOL-LOBBY	5460 TRUMPETER ROAD	COLUMBIA, MD 21044	2,081
14	Howard	05005	POINTERS RUN ELEM SCHOOL-CAFETERIA	6600 SOUTH TROTTER ROAD	CLARKSVILLE, MD 21029	2,275
14	Howard	05006	FULTON ELEM SCHOOL-CAFETERIA	11600 SCAGGSVILLE ROAD	FULTON, MD 20759	1,763
14	Howard	05007	SWANSFIELD ELEM SCHOOL-CAFETERIA	5610 CEDAR LANE	COLUMBIA, MD 21044	1,509
14	Howard	05008	BRYANT WOODS ELEM SCHOOL-CAFETERIA	5450 BLUE HERON LANE	COLUMBIA, MD 21044	1,802
14	Howard	05009	HARPERS CHOICE MID SCHOOL-CAFETERIA	5450 BEAVERKILL ROAD	COLUMBIA, MD 21044	1,784
14	Howard	05010	CLARKSVILLE MID SCHOOL-CAFETERIA	6535 SOUTH TROTTER ROAD	CLARKSVILLE, MD 21029	2,409
14	Howard	05011	COLUMBIA ASSOCIATION - CLARET HALL	6020 DAYBREAK CIRCLE	CLARKSVILLE, MD 21029	2,042
14	Howard	05012	HAWTHORN NEIGHBORHOOD CENTER- COMMUNITY ROOM	6175 SUNNY SPRING	COLUMBIA, MD 21044	1,678
14	Howard	05013	ATHOLTON HIGH SCHOOL-CAFETERIA	6520 FREETOWN RD	COLUMBIA, MD 21044	978
14	Howard	05014	LONGFELLOW ELEM SCHOOL-GYM	5470 HESPERUS DRIVE	COLUMBIA, MD 21044	892
14	Howard	05015	CLEMENS CROSSING ELEM SCHOOL-GYM	10320 QUARTERSTAFF ROAD	COLUMBIA, MD 21044	2,236
14	Howard	05016	RUNNING BROOK ELEM SCHOOL-CAFETERIA	5215 W. RUNNING BROOK RD	COLUMBIA, MD 21044	1,592
14	Howard	05017	HARMONY HALL RETIREMENT CENTER-DAYROOM	6336 CEDAR LANE	COLUMBIA, MD 21044	1,585
14	Howard	05018	FLORENCE BAIN SENIOR CENTER-GREAT RMS. 2 & 3	5470 RUTH KEETON WAY	COLUMBIA, MD 21044	1,202
14	Howard	05019	RIVER HILL HIGH SCHOOL-CAFETERIA	12101 ROUTE 108	CLARKSVILLE, MD 21029	2,138
14	Howard	05020	SCHOOLEY MILL PARK-MULTI PURPOSE RM	12975 HALL SHOP RD	HIGHLAND, MD 20777	1,364
14	Howard	05021	HOW. COMM. COLL.- SCI. & TECH. BLDG-RM SA-101 (GAME RM)	10901 LITTLE PATUXENT PKY	COLUMBIA, MD 21044	1,906
14	Howard	05022	CLARKSVILLE MIDDLE SCHOOL- GYM	6535 SOUTH TROTTER RD	CLARKSVILLE, MD 21029	2,789
14	Howard	05023	SWANSFIELD ELEM SCHOOL - GYM	5610 CEDAR LANE	COLUMBIA, MD 21044	1,400
14	Howard	06001	SAVAGE VOLUNTEER FIRE DEPT-HALL	8925 LINCOLN STREET	SAVAGE, MD 20763	1,361
14	Howard	06002	FOREST RIDGE ELEM SCHOOL-CAFETERIA	9550 GORMAN ROAD	LAUREL, MD 20723	2,246
14	Howard	06003	HAMMOND MID SCHOOL-MEDIA ROOM	8110 ALADDIN DRIVE	LAUREL, MD 20723	1,206
14	Howard	06004	ATHOLTON ELEM SCHOOL-CAFETERIA	6700 SENECA DRIVE	COLUMBIA, MD 21046	2,060
14	Howard	06005	OAKLAND MILLS MID SCHOOL-CAFETERIA	9540 KILIMANJARO ROAD	COLUMBIA, MD 21045	1,337
14	Howard	06006	THUNDER HILL ELEM SCHOOL-CAFETERIA	9357 MELLENBROOK ROAD	COLUMBIA, MD 21045	1,197
14	Howard	06007	GUILFORD ELEM SCHOOL-CAFETERIA	7335 OAKLAND MILLS ROAD	COLUMBIA, MD 21046	1,176
14	Howard	06008	STEVENS FOREST ELEM SCHOOL-CAFETERIA	6045 STEVENS FOREST ROAD	COLUMBIA, MD 21045	1,333
14	Howard	06009	TALBOTT SPRINGS ELEM SCHOOL-CAFETERIA	9550 BASKET RING ROAD	COLUMBIA, MD 21045	1,576
14	Howard	06010	HOWARD HIGH SCHOOL- CAFETERIA	8700 ROUTE 108	ELLCOTT CITY, MD 21043	1,622
14	Howard	06011	JEFFERS HILL ELEM SCHOOL-CAFETERIA	6000 TAMAR DRIVE	COLUMBIA, MD 21045	1,642
14	Howard	06012	CRADLEROCK SCHOOL- ELEMENTARY CAFETERIA	6700 CRADLEROCK WAY	COLUMBIA, MD 21045	724

14	Howard	06013	CRADLEROCK SCHOOL- MIDDLE SCHOOL CAFE,	6700 CRADLEROCK WAY	COLUMBIA, MD 21045	1,401
14	Howard	06014	PHELPS LUCK ELEM SCHOOL-CAFETERIA	5370 OLDSTONE COURT	COLUMBIA, MD 21045	1,515
14	Howard	06015	LAUREL WOODS ELEM SCHOOL-GYM	9250 N. LAUREL ROAD	LAUREL, MD 20723	1,481
14	Howard	06016	PHELPS LUCK ELEM SCHOOL-GYM	5370 OLDSTONE COURT	COLUMBIA, MD 21045	2,064
14	Howard	06017	OWEN BROWN PLACE- MEETING ROOM	7080 CRADLEROCK WAY	COLUMBIA, MD 21045	1,877
14	Howard	06018	HAMMOND HIGH SCHOOL-CAFETERIA	8800 GUILFORD RD	COLUMBIA, MD 21046	1,461
14	Howard	06019	GUILFORD ELEM SCHOOL-GYM	7335 OAKLAND MILLS ROAD	COLUMBIA, MD 21046	1,727
14	Howard	06020	PATUXENT VALLEY MID SCHOOL-CAFETERIA	9151 VOLLMERHAUSEN RD	JESSUP, MD 20794	1,743
14	Howard	06021	LONG REACH HIGH SCHOOL-CAFETERIA	6101 OLD DOBBIN LANE	COLUMBIA, MD 21045	1,153
14	Howard	06022	OWEN BRWN INTERFAITH CENTER-MEETING RM	7246 CRADLEROCK WAY	COLUMBIA, MD 21045	1,549
14	Howard	06023	BOLLMAN BRIDGE ELEM SCHOOL-CAFETERIA	8200 SAVAGE-GUILFORD ROAD	JESSUP, MD 20794	809
14	Howard	06024	MURRAY HILL MID SCHOOL-CAFETERIA	9989 WINTER SUN ROAD	LAUREL, MD 20723	1,523
14	Howard	06025	HAMMOND ELEM SCHOOL-MEDIA CENTER	8110 ALADDIN DRIVE	LAUREL, MD 20723	753
14	Howard	06026	HAMMOND HIGH SCHOOL-MEDIA CENTER	8800 GUILFORD RD	COLUMBIA, MD 21046	2,134
14	Howard	06027	FOREST RIDGE ELEM-GYM	9550 GORMAN RD	LAUREL, MD 20723	1,482
14	Howard	06028	GORMAN CROSSING ELEM SCHOOL-CAFETERIA	9999 WINTER SUN ROAD	LAUREL, MD 20723	2,182
14	Howard	06029	LONG REACH HIGH SCHOOL- GYM	6101 OLD DOBBIN LANE	COLUMBIA, MD 21045	3,157
14	Howard	06030	HOWARD CO DEPT PARK/REC HDQTS-MTG RMS 1&2	7120 OAKLAND MILLS ROAD	COLUMBIA, MD 21046	631
14	Howard	06031	JEFFERS HILL ELEM. SCHOOL- GYM	6000 TAMAR DR	COLUMBIA, MD 21045	1,242
14	Howard	06032	GORMAN CROSSING ELEM. SCHOOL- GYM	9999 WINTER SUN RD	LAUREL, MD 20723	1,530
14	Howard	06033	PATUXENT VALLEY MIDDLE SCHOOL- GYM	9151 VOLLMERHAUSEN RD	JESSUP, MD 20794	1,688
14	Howard	06034	LAUREL WOODS ELEM SCHOOL- CAFETERIA	9250 N. LAUREL RD	LAUREL, MD 20723	1,305
14	Howard	06035	MURRAY HILL MID SCHOOL - GYM	9989 WINTER SUN RD	LAUREL, MD 20723	1,723
15	Kent	01001	MILLINGTON FIRE HOUSE	SASSAFRAS STREET	MILLINGTON, MD 21651	912
15	Kent	01002	GALENA FIRE DEPARTMENT	90 EAST CROSS	GALENA, MD 21635	1,326
15	Kent	02001	KENNEDYVILLE COMMUNITY HALL	CREAMERY STREET	KENNEDYVILLE, MD 21645	1,224
15	Kent	03001	PARKS & RECREATION BLDG.	10932 WORTON ROAD	WORTON, MD 21678	1,309
15	Kent	03002	BETTERTON FIRE HOUSE	HOWELL POINT ROAD	BETTERTON, MD 21610	535
15	Kent	04001	BOARD OF EDUCATION BUILDING	215 WASHINGTON AVENUE	CHESTERTOWN, MD 21620	1,854
15	Kent	04002	BOARD OF EDUCATION BUILDING	215 WASHINGTON AVENUE	CHESTERTOWN, MD 21620	1,130
15	Kent	05001	ROCK HALL FIRE HOUSE	21500 ROCK HALL AVENUE	ROCK HALL, MD 21661	1,759
15	Kent	06001	ELKS LODGE	8631 BELL ROSE LANE	CHESTERTOWN, MD 21620	1,168
15	Kent	07001	CHESTERTOWN FIRE DEPARTMENT	211 MAPLE AVE.	CHESTERTOWN, MD 21620	994
16	Montgomery	01001	LAYTONSVILLE ELEM SCHOOL	21401 LAYTONSVILLE ROAD	LAYTONSVILLE, MD 20882	2,281
16	Montgomery	01002	GOSHEN ELEMENTARY SCHOOL	8701 WARFIELD ROAD	GAITHERSBURG, MD 20882	3,372
16	Montgomery	01003	LAKE MARION COMMUNITY CENTER	8821 EAST VILLAGE AVENUE	MONTGOMERY VILLAGE, MD 20886	2,431
16	Montgomery	01004	JUDITH A RESNIK ELEM SCH	7301 HADLEY FARMS DRIVE	GAITHERSBURG, MD 20879	1,731
16	Montgomery	01005	AGRICULTURAL HISTORY FARM PARK	18400 MUNCASTER ROAD	DERWOOD, MD 20855	2,638
16	Montgomery	01006	LAYTONSVILLE GOLF COURSE	7130 DORSEY ROAD	LAYTONSVILLE, MD 20882	1,501
16	Montgomery	02001	ROCKY HILL MIDDLE SCHOOL	22401 BRICK HAVEN WAY	CLARKSBURG, MD 20871	3,445
16	Montgomery	02002	KINGSVIEW MIDDLE SCHOOL	18909 KINGSVIEW ROAD	GERMANTOWN, MD 20874	3,850
16	Montgomery	02003	WATERS LANDING ELEM SCHOOL	13100 WATERS LANDING DRIVE	GERMANTOWN, MD 20874	3,092
16	Montgomery	02004	LAKE SENECA ELEM SCHOOL	13600 WANEGARDEN DRIVE	GERMANTOWN, MD 20874	2,954
16	Montgomery	02005	MARTIN LUTHER KING JR. M SCH	13737 WISTERIA DRIVE	GERMANTOWN, MD 20874	3,031
16	Montgomery	02006	CEDARBROOK COMMUNITY CHURCH	23700 STRINGTOWN RD	CLARKSBURG, MD 20871	4,478
16	Montgomery	02007	HYATTSTOWN VOL FIRE DEPT	25801 FREDERICK ROAD	CLARKSBURG, MD 20871	389
16	Montgomery	02008	LITTLE BENNETT ELEMENTARY SCHOOL	23930 BURDETTE FOREST ROAD	CLARKSBURG, MD 20871	1,941
16	Montgomery	03001	POOLESVILLE ELEM SCHOOL	19565 FISHER AVENUE	POOLESVILLE, MD 20837	2,464
16	Montgomery	03002	JOHN POOLE MIDDLE SCHOOL	17014 TOM FOX AVENUE	POOLESVILLE, MD 20837	1,974
16	Montgomery	04001	MARYVALE ELEMENTARY SCHOOL	1000 FIRST STREET	ROCKVILLE, MD 20850	2,967
16	Montgomery	04002	JULIUS WEST MIDDLE SCHOOL	651 GREAT FALLS ROAD	ROCKVILLE, MD 20850	2,658
16	Montgomery	04003	CARVER EDUCATIONAL SERVICES CENTER	850 HUNGERFORD DRIVE	ROCKVILLE, MD 20850	3,529
16	Montgomery	04004	PARKSIDE CLUBHOUSE SOUTH	10520 MONTROSE AVENUE	BETHESDA, MD 20814	2,594
16	Montgomery	04005	RICH MONTGOMERY HIGH SCHOOL	250 RICHARD MONTGOMERY DRIVE	ROCKVILLE, MD 20852	2,562
16	Montgomery	04006	LONE OAK SCHOOL CENTER	1010 GRANDIN AVENUE	ROCKVILLE, MD 20851	1,929
16	Montgomery	04007	TWINBROOK ELEMENTARY SCHOOL	5911 RIDGWAY AVENUE	ROCKVILLE, MD 20851	2,146
16	Montgomery	04008	GARRETT PARK ELEMENTARY SCH	4810 OXFORD STREET	KENSINGTON, MD 20895	2,364
16	Montgomery	04009	MEADOW HALL ELEM SCHOOL	951 TWINBROOK PARKWAY	ROCKVILLE, MD 20851	1,433
16	Montgomery	04010	TILDEN MIDDLE SCHOOL	11211 OLD GEORGETOWN ROAD	ROCKVILLE, MD 20852	2,395
16	Montgomery	04012	WINSTON CHURCHILL HIGH SCH	11300 GAINSBOROUGH ROAD	POTOMAC, MD 20854	3,245
16	Montgomery	04013	FARMLAND ELEMENTARY SCHOOL	7000 OLD GATE ROAD	ROCKVILLE, MD 20852	2,099
16	Montgomery	04014	COLLEGE GARDENS ELEMENTARY SCHOOL	1700 YALE PLACE	ROCKVILLE, MD 20850	3,204
16	Montgomery	04015	ROCKING HORSE ROAD CENTER	4910 MACON ROAD	ROCKVILLE, MD 20852	3,249
16	Montgomery	04016	THOMAS S. WOOTTON HIGH SCHOOL	2100 WOOTTON PARKWAY	ROCKVILLE, MD 20850	3,977
16	Montgomery	04017	LUXMANOR ELEMENTARY SCHOOL	6201 TILDEN LANE	ROCKVILLE, MD 20852	1,864
16	Montgomery	04018	TILDEN CENTER	6300 TILDEN LANE	ROCKVILLE, MD 20852	2,730
16	Montgomery	04019	CANDLEWOOD ELEMENTARY SCHOOL	7210 OSPREY DRIVE	DERRWOOD, MD 20855	1,910

16	Montgomery	04020	ROBERT FROST MIDDLE SCHOOL	9201 SCOTT DRIVE	ROCKVILLE, MD 20850	2,560
16	Montgomery	04021	FALLSMEAD ELEMENTARY SCHOOL	1800 GREENPLACE TERRACE	ROCKVILLE, MD 20850	2,531
16	Montgomery	04023	COLD SPRING ELEM SCHOOL	9201 FALLS CHAPEL WAY	POTOMAC, MD 20854	2,649
16	Montgomery	04024	LAKEWOOD ELEM SCHOOL	2534 LINDLEY TERRACE	ROCKVILLE, MD 20850	2,581
16	Montgomery	04025	RITCHIE PARK ELEM SCHOOL	1514 DUNSTER ROAD	ROCKVILLE, MD 20854	1,936
16	Montgomery	04027	TWINBROOK LIBRARY	202 MEADOW HALL DRIVE	ROCKVILLE, MD 20851	374
16	Montgomery	04028	JEWISH COMMUNITY CENTER	6125 MONTROSE ROAD	ROCKVILLE, MD 20852	1,115
16	Montgomery	04030	ST. ELIZABETH CATHOLIC SCHOOL	917 MONTROSE ROAD	ROCKVILLE, MD 20852	2,647
16	Montgomery	04031	WALTER JOHNSON HIGH SCHOOL	6400 ROCK SPRING DRIVE	BETHESDA, MD 20814	2,738
16	Montgomery	04032	IVYMOUNT SCHOOL	11614 SEVEN LOCKS ROAD	POTOMAC, MD 20854	1,199
16	Montgomery	04034	SHADY GROVE PRESBYTERIAN CH	16911 REDLAND ROAD	DERWOOD, MD 20855	1,774
16	Montgomery	05001	GOOD HOPE COMMUNITY CENTER	14715 GOOD HOPE ROAD	SILVER SPRING, MD 20905	3,178
16	Montgomery	05002	GREENCASTLE ELEM SCHOOL	13611 ROBNEY ROAD	SILVER SPRING, MD 20904	2,678
16	Montgomery	05003	UNITARIAN UNIVERSALIST CHURCH OF SILVER SPRING	10309 NEW HAMPSHIRE AVENUE	SILVER SPRING, MD 20903	1,781
16	Montgomery	05004	RIDERWOOD VILLAGE	3120 GRACEFIELD ROAD	SILVER SPRING, MD 20904	1,678
16	Montgomery	05005	SPRINGBROOK HIGH SCHOOL	201 VALLEY BROOK DRIVE	SILVER SPRING, MD 20904	3,657
16	Montgomery	05006	WHITE OAK MIDDLE SCHOOL	12201 NEW HAMPSHIRE AVENUE	SILVER SPRING, MD 20904	3,440
16	Montgomery	05007	NATIONAL LABOR COLLEGE	10000 NEW HAMPSHIRE AVENUE	SILVER SPRING, MD 20903	975
16	Montgomery	05008	WM T PAGE ELEMENTARY SCHOOL	13400 TAMARACK ROAD	SILVER SPRING, MD 20904	1,756
16	Montgomery	05009	WESTOVER ELEMENTARY SCHOOL	401 HAWKESBURY LANE	SILVER SPRING, MD 20904	3,698
16	Montgomery	05010	CRESTHAVEN ELEMENTARY SCHOOL	1234 CRESTHAVEN DRIVE	SILVER SPRING, MD 20903	1,694
16	Montgomery	05011	CANNON RD ELEMENTARY SCHOOL	901 CANNON ROAD	SILVER SPRING, MD 20904	3,318
16	Montgomery	05012	PAINT BRANCH HIGH SCHOOL	14121 OLD COLUMBIA PIKE	BURTONSVILLE, MD 20866	3,920
16	Montgomery	05013	JACKSON RD ELEMENTARY SCHOOL	900 JACKSON ROAD	SILVER SPRING, MD 20904	3,457
16	Montgomery	05014	BROAD ACRES ELEM SCHOOL	710 BEACON ROAD	SILVER SPRING, MD 20903	2,385
16	Montgomery	05015	CLOVERLY ELEMENTARY SCHOOL	800 BRIGGS CHANEY ROAD	SILVER SPRING, MD 20905	3,162
16	Montgomery	05016	STONEGATE ELEMENTARY SCHOOL	14811 NOTLEY ROAD	SILVER SPRING, MD 20905	3,033
16	Montgomery	05017	FAIRLAND SCHOOL CENTER	13313 OLD COLUMBIA PIKE	SILVER SPRING, MD 20904	3,286
16	Montgomery	05018	BURTONSVILLE ELEM SCHOOL	15516 OLD COLUMBIA PIKE	BURTONSVILLE, MD 20866	1,566
16	Montgomery	05019	BENJAMIN BANNEKER MIDDLE SCH	14800 PERRYWOOD DRIVE	BURTONSVILLE, MD 20866	3,051
16	Montgomery	05020	MARILYN J. PRAISNER COM.REC. CTR.	14906 OLD COLUMBIA PIKE	BURTONSVILLE, MD 20866	2,030
16	Montgomery	05021	EASTERN MONTGOMERY REGIONAL SERVICES CENTER	3300 BRIGGS CHANEY ROAD	SILVER SPRING, MD 20904	2,690
16	Montgomery	05023	MARILYN J. PRAISNER COM.REC. CTR.	14906 OLD COLUMBIA PIKE	BURTONSVILLE, MD 20866	1,581
16	Montgomery	06001	JONES LANE ELEMENTARY SCHOOL	15110 JONES LANE	GAITHERSBURG, MD 20878	2,102
16	Montgomery	06002	SS PETER & PAUL A.O. CHURCH	10620 RIVER ROAD	POTOMAC, MD 20854	2,169
16	Montgomery	06003	RIDGEVIEW MIDDLE SCHOOL	16600 RAVEN ROCK DRIVE	GAITHERSBURG, MD 20878	2,337
16	Montgomery	06004	DUFIEF ELEMENTARY SCHOOL	15001 DUFIEF DRIVE	GAITHERSBURG, MD 20878	2,177
16	Montgomery	06005	QUINCE ORCHARD HIGH SCHOOL	15800 QUINCE ORCHARD ROAD	GAITHERSBURG, MD 20878	3,607
16	Montgomery	06006	TRAVILAH ELEMENTARY SCHOOL	13801 DUFIEF MILL ROAD	GAITHERSBURG, MD 20878	2,649
16	Montgomery	06007	MATSUNAGA ELEMENTARY SCHOOL	13902 BROMFIELD ROAD	GERMANTOWN, MD 20874	2,801
16	Montgomery	06008	STONE MILL ELEM SCHOOL	14323 STONEBRIDGE VIEW DR	NORTH POTOMAC, MD 20878	3,200
16	Montgomery	06009	OUR LADY OF THE VISITATION PARISH	14139 SENECA ROAD	DARNESTOWN, MD 20874	1,939
16	Montgomery	06010	GREAT SENECA CREEK ELEMENTARY SCHOOL	13010 DAIRYMAID DRIVE	GERMANTOWN, MD 20874	2,544
16	Montgomery	06011	NORTHWEST HIGH SCHOOL	13501 RICHTER FARM ROAD	GERMANTOWN, MD 20874	3,372
16	Montgomery	06012	SHADY GROVE CONFERENCE CENTER	9630 GUDELSKY DRIVE	ROCKVILLE, MD 20850	1,783
16	Montgomery	06013	CHRISTIAN LIFE CENTER	11800 DARNESTOWN ROAD	GAITHERSBURG, MD 20878	1,675
16	Montgomery	07001	BETHESDA CHEVY CHASE HIGH SC	4301 EAST-WEST HIGHWAY	BETHESDA, MD 20814	1,667
16	Montgomery	07002	CHEVY CHASE VILLAGE HALL	5906 CONNECTICUT AVENUE	CHEVY CHASE, MD 20815	2,147
16	Montgomery	07003	CLARA BARTON COMMUNITY CENTR	7425 MACARTHUR BOULEVARD	CABIN JOHN, MD 20818	2,889
16	Montgomery	07004	BETHESDA ELEMENTARY SCHOOL	7600 ARLINGTON ROAD	BETHESDA, MD 20814	3,625
16	Montgomery	07005	ROLLINGWOOD SCHOOL CENTER	3200 WOODBINE STREET	CHEVY CHASE, MD 20815	2,131
16	Montgomery	07006	CHEVY CHASE ELEMENTARY SCH	4015 ROSEMARY STREET	CHEVY CHASE, MD 20815	2,333
16	Montgomery	07007	WESTBROOK ELEMENTARY SCHOOL	5110 ALLAN TERRACE	BETHESDA, MD 20816	1,883
16	Montgomery	07008	CHRIST LUTHERAN CHURCH	8011 OLD GEORGETOWN ROAD	BETHESDA, MD 20814	2,573
16	Montgomery	07009	LYNBROOK SCHOOL CENTER	8001 LYNBROOK DRIVE	BETHESDA, MD 20814	2,425
16	Montgomery	07010	ST. JANE FRANCES DE CHANTAL CATHOLIC CHURCH	9601 OLD GEORGETOWN ROAD	BETHESDA, MD 20814	2,734
16	Montgomery	07011	SOMERSET ELEMENTARY SCHOOL	5811 WARWICK PLACE	CHEVY CHASE, MD 20815	3,190
16	Montgomery	07012	BETHESDA-CHEVY CHASE RESCUE SQUAD	5020 BATTERY LANE	BETHESDA, MD 20814	2,601
16	Montgomery	07013	WESTLAND MIDDLE SCHOOL	5511 MASSACHUSETTS AVENUE	BETHESDA, MD 20816	3,215
16	Montgomery	07015	THOMAS W. PYLE MIDDLE SCHOOL	6311 WILSON LANE	BETHESDA, MD 20817	3,265
16	Montgomery	07016	NORTH CHEVY CHASE ELEM SCH	3700 JONES BRIDGE ROAD	CHEVY CHASE, MD 20815	1,955
16	Montgomery	07017	WYNGATE ELEMENTARY SCHOOL	9300 WADSWORTH DRIVE	BETHESDA, MD 20817	1,804
16	Montgomery	07018	WASHINGTON WALDORF SCHOOL	4800 SANGAMORE ROAD	BETHESDA, MD 20816	2,500
16	Montgomery	07019	NORTH BETHESDA MIDDLE SCHOOL	8935 BRADMOORE DRIVE	BETHESDA, MD 20817	2,135
16	Montgomery	07020	ASHBURTON ELEMENTARY SCHOOL	6314 LONE OAK DRIVE	BETHESDA, MD 20817	2,224
16	Montgomery	07021	CHEVY CHASE UNITED METHODIST CHURCH	7001 CONNECTICUT AVENUE	CHEVY CHASE, MD 20815	1,286
16	Montgomery	07022	BANNOCKBURN ELEM SCHOOL	6520 DALROY LANE	BETHESDA, MD 20817	2,183

16	Montgomery	07023	WALT WHITMAN HIGH SCHOOL	7100 WHITTIER BOULEVARD	BETHESDA, MD 20817	2,944
16	Montgomery	07024	LITTLE FLOWER SCHOOL HALL	5601 MASSACHUSETTS AVENUE	BETHESDA, MD 20816	2,466
16	Montgomery	07025	GROSVENOR SCHOOL CENTER	5701 GROSVENOR LANE	BETHESDA, MD 20814	2,080
16	Montgomery	07026	FRIENDSHIP HEIGHTS VILLAGE CENTER	4433 S. PARK AVENUE	CHEVY CHASE, MD 20815	3,562
16	Montgomery	07027	ST. DUNSTAN'S EPISC. CHURCH	5450 MASSACHUSETTS AVE	BETHESDA, MD 20816	1,779
16	Montgomery	07028	BRADLEY HILLS ELEM SCHOOL	8701 HARTSDALE AVENUE	BETHESDA, MD 20817	1,843
16	Montgomery	07030	CONCORD-ST. ANDREW'S UNITED METHODIST CHURCH	5910 GOLDSBORO ROAD	BETHESDA, MD 20817	1,057
16	Montgomery	07031	THE PROMENADE PARTY ROOM	5225 POOKS HILL ROAD	BETHESDA, MD 20814	992
16	Montgomery	07032	CHEVY CHASE LIBRARY	8005 CONNECTICUT AVENUE	CHEVY CHASE, MD 20815	1,409
16	Montgomery	08001	OLNEY ELEMENTARY SCHOOL	3401 QUEEN MARY DRIVE	OLNEY, MD 20832	3,237
16	Montgomery	08002	GREENWOOD ELEMENTARY SCHOOL	3336 GOLD MINE ROAD	BROOKEVILLE, MD 20833	3,679
16	Montgomery	08003	FLOWER VALLEY ELEM SCHOOL	4615 SUNFLOWER DRIVE	ROCKVILLE, MD 20853	2,764
16	Montgomery	08004	SEQUOYAH ELEMENTARY SCHOOL	17301 BOWIE MILL ROAD	DERWOOD, MD 20855	1,349
16	Montgomery	08005	BELMONT ELEMENTARY SCHOOL	19528 OLNEY MILL ROAD	OLNEY, MD 20832	2,590
16	Montgomery	08006	SHERWOOD HIGH SCHOOL	300 OLNEY-SANDY SPRING ROAD	SANDY SPRING, MD 20860	3,627
16	Montgomery	08007	SHERWOOD ELEMENTARY SCHOOL	1401 OLNEY-SANDY SPRING ROAD	SANDY SPRING, MD 20860	1,756
16	Montgomery	08008	COL. ZADOK MAGRUDER HIGH SCH	5939 MUNCASTER MILL ROAD	ROCKVILLE, MD 20855	2,753
16	Montgomery	08009	OLNEY SWIM CENTER	16605 GEORGIA AVENUE	OLNEY, MD 20832	3,224
16	Montgomery	08010	OLNEY BAPTIST CHURCH	17525 GEORGIA AVENUE	OLNEY, MD 20832	1,960
16	Montgomery	08011	BROOKE GROVE ELEMENTARY SCH	2700 SPARTAN ROAD	OLNEY, MD 20832	2,378
16	Montgomery	08012	ROSA PARKS MIDDLE SCHOOL	19200 OLNEY MILL ROAD	OLNEY, MD 20832	2,147
16	Montgomery	08013	SANDY SPRING VOLUNTEER FIRE DEPARTMENT	17921 BROOKE ROAD	SANDY SPRING, MD 20860	1,612
16	Montgomery	09001	GAITHERSBURG ELEM SCHOOL	35 N. SUMMIT AVENUE	GAITHERSBURG, MD 20877	1,575
16	Montgomery	09002	GAITHERSBURG HIGH SCHOOL	314 S. FREDERICK AVENUE	GAITHERSBURG, MD 20877	2,092
16	Montgomery	09003	BROWN STATION ELEM SCHOOL	851 QUINCE ORCHARD BOULEVARD	GAITHERSBURG, MD 20878	2,002
16	Montgomery	09004	MILL CREEK TOWNE ELEM SCH	17700 PARK MILL DRIVE	DERWOOD, MD 20855	2,362
16	Montgomery	09005	MONTGOMERY VILLAGE MID SCH	19300 WATKINS MILL RD	MONTGOMERY VILLAGE, MD 20886	1,262
16	Montgomery	09006	FIELDS RD ELEMENTARY SCHOOL	1 SCHOOL DRIVE	GAITHERSBURG, MD 20878	3,428
16	Montgomery	09007	SOUTH LAKE ELEMENTARY SCHOOL	18201 CONTOUR ROAD	GAITHERSBURG, MD 20877	2,864
16	Montgomery	09008	SENECA VALLEY HIGH SCHOOL	19401 CRYSTAL ROCK DRIVE	GERMANTOWN, MD 20874	3,539
16	Montgomery	09009	WHETSTONE ELEMENTARY SCHOOL	19201 THOMAS FARM ROAD	GAITHERSBURG, MD 20886	1,444
16	Montgomery	09010	WASHINGTON GROVE ELEM SCHOOL	8712 OAKMONT STREET	GAITHERSBURG, MD 20877	1,480
16	Montgomery	09011	STEDWICK ELEMENTARY SCHOOL	10631 STEDWICK ROAD	MONTGOMERY VILLAGE, MD 20886	2,316
16	Montgomery	09012	WATKINS MILL HIGH SCHOOL	10301 APPLE RIDGE ROAD	GAITHERSBURG, MD 20879	2,641
16	Montgomery	09013	DIAMOND ELEMENTARY SCHOOL	4 MARQUIS DRIVE	GAITHERSBURG, MD 20878	2,911
16	Montgomery	09014	DERWOOD ALLIANCE CHURCH	16501 REDLAND ROAD	DERWOOD, MD 20855	2,068
16	Montgomery	09015	WATKINS MILL ELEM SCHOOL	19001 WATKINS MILL ROAD	MONTGOMERY VILLAGE, MD 20886	1,923
16	Montgomery	09016	WSSC GAITHERSBURG DEPOT	111 W. DIAMOND AVENUE	GAITHERSBURG, MD 20877	2,311
16	Montgomery	09017	WHETSTONE COMMUNITY CENTER	19140 BROOKE GROVE COURT	MONTGOMERY VILLAGE, MD 20886	1,178
16	Montgomery	09018	FOX CHAPEL ELEMENTARY SCHOOL	19315 ARCHDALE ROAD	GERMANTOWN, MD 20876	2,074
16	Montgomery	09019	NORTH CREEK COMMUNITY CENTER	20125 ARROWHEAD ROAD	MONTGOMERY VILLAGE, MD 20886	2,063
16	Montgomery	09020	GAITHERSBURG MIDDLE SCHOOL	2 TEACHERS WAY	GAITHERSBURG, MD 20877	3,965
16	Montgomery	09021	FOREST OAK MIDDLE SCHOOL	651 SAYBROOKE OAKS BLVD	GAITHERSBURG, MD 20877	2,135
16	Montgomery	09022	STRAWBERRY KNOLL ELEM SCHOOL	18820 STRAWBERRY KNOLL ROAD	GAITHERSBURG, MD 20879	1,682
16	Montgomery	09023	GAITHERSBURG CHURCH OF THE NAZARENE	8921 WARFIELD ROAD	GAITHERSBURG, MD 20882	1,316
16	Montgomery	09024	ST ROSE OF LIMA PARISH CNTR	11701 CLOPPER ROAD	GAITHERSBURG, MD 20878	1,188
16	Montgomery	09025	DR SALLY K RIDE ELEM SCHOOL	21301 SENECA CROSSING DRIVE	GERMANTOWN, MD 20876	1,960
16	Montgomery	09026	CLOPPER MILL ELEM SCHOOL	18501 CINNAMON DRIVE	GERMANTOWN, MD 20874	3,602
16	Montgomery	09027	RACHEL CARSON ELEM SCHOOL	100 TSCHIFFELY SQUARE ROAD	GAITHERSBURG, MD 20878	3,285
16	Montgomery	09028	ASBURY 417 COMMUNITY BLDG	417 RUSSELL AVENUE	GAITHERSBURG, MD 20877	1,398
16	Montgomery	09029	ROBERTO CLEMENTE MID SCH	18808 WARING STATION ROAD	GERMANTOWN, MD 20874	2,186
16	Montgomery	09030	CAPT. JAMES E DALY, JR. ELEM SCHOOL	20301 BRANDERMILL DRIVE	GERMANTOWN, MD 20876	2,354
16	Montgomery	09031	ROSEMONT ELEMENTARY SCHOOL	16400 ALDEN AVENUE	GAITHERSBURG, MD 20877	2,277
16	Montgomery	09033	SUMMIT HALL ELEMENTARY SCHOOL	101 WEST DEER PARK ROAD	GAITHERSBURG, MD 20877	1,800
16	Montgomery	09034	NEELSVILLE MIDDLE SCHOOL	11700 NEELSVILLE CHURCH ROAD	GERMANTOWN, MD 20876	2,452
16	Montgomery	09035	LAKELANDS PARK MIDDLE SCHOOL	1200 MAIN STREET	GAITHERSBURG, MD 20878	3,746
16	Montgomery	09036	SHADY GROVE MIDDLE SCHOOL	8100 MIDCOUNTY HIGHWAY	GAITHERSBURG, MD 20877	1,511
16	Montgomery	09037	FLOWER HILL ELEM SCHOOL	18425 FLOWER HILL WAY	GAITHERSBURG, MD 20879	1,753
16	Montgomery	10001	POTOMAC METH PARISH CENTER	9908 S. GLEN ROAD	POTOMAC, MD 20854	1,544
16	Montgomery	10002	POTOMAC ELEMENTARY SCHOOL	10311 RIVER ROAD	POTOMAC, MD 20854	2,525
16	Montgomery	10003	SEVEN LOCKS ELEM SCHOOL	9500 SEVEN LOCKS ROAD	BETHESDA, MD 20817	2,165
16	Montgomery	10004	CABIN JOHN MIDDLE SCHOOL/CAFETERIA	10701 GAINSBOROUGH ROAD	POTOMAC, MD 20854	1,579
16	Montgomery	10005	HERBERT HOOVER MIDDLE SCHOOL	8810 POSTOAK ROAD	POTOMAC, MD 20854	2,408
16	Montgomery	10006	WAYSIDE ELEMENTARY SCHOOL	10011 GLEN ROAD	POTOMAC, MD 20854	2,404
16	Montgomery	10007	ADAT SHALOM RECONST. CONGREGATION	7727 PERSIMMON TREE LANE	BETHESDA, MD 20817	2,788
16	Montgomery	10009	OUR LADY OF MERCY SCHOOL	9222 KENTSDALE DRIVE	POTOMAC, MD 20854	2,761
16	Montgomery	10010	RIVER FALLS SWIM CLUB	7915 HORSESHOE LANE	POTOMAC, MD 20854	2,910

16	Montgomery	10011	PAULINE BETZ ADDIE TENNIS CENTER (FORMERLY CABIN JOHN)	7801 DEMOCRACY BOULEVARD	BETHESDA, MD 20817	1,643
16	Montgomery	10012	CABIN JOHN MIDDLE SCHOOL/GYM	10701 GAINSBOROUGH ROAD	POTOMAC, MD 20854	2,614
16	Montgomery	10013	POTOMAC COMMUNITY CENTER	11315 FALLS ROAD	POTOMAC, MD 20854	1,693
16	Montgomery	11000	MONOCACY ELEMENTARY SCHOOL	18801 BARNESVILLE ROAD	DICKERSON, MD 20842	1,650
16	Montgomery	12001	DAMASCUS ELEMENTARY SCHOOL	10201 BETHESDA CHURCH ROAD	DAMASCUS, MD 20872	2,036
16	Montgomery	12002	JOHN T. BAKER MIDDLE SCHOOL	25400 OAK DRIVE	DAMASCUS, MD 20872	2,333
16	Montgomery	12003	WOODFIELD ELEMENTARY SCHOOL	24200 WOODFIELD ROAD	GAITHERSBURG, MD 20882	3,526
16	Montgomery	12004	LOIS P. ROCKWELL ELEM SCH	24555 CUTSAIL DRIVE	DAMASCUS, MD 20872	2,300
16	Montgomery	12005	DAMASCUS HIGH SCHOOL	25921 RIDGE ROAD	DAMASCUS, MD 20872	2,673
16	Montgomery	13001	GEORGIAN FOREST ELEM SCHOOL	3100 REGINA DRIVE	SILVER SPRING, MD 20906	2,227
16	Montgomery	13002	JOHN F. KENNEDY HIGH SCHOOL	1901 RANDOLPH ROAD	SILVER SPRING, MD 20902	3,798
16	Montgomery	13003	TEMPLE EMANUEL	10101 CONNECTICUT AVENUE	KENSINGTON, MD 20895	1,960
16	Montgomery	13004	TAKOMA PARK ELEM SCHOOL	7511 HOLLY AVENUE	TAKOMA PARK, MD 20912	2,453
16	Montgomery	13005	SILVER SPRING LIBRARY	8901 COLESVILLE ROAD	SILVER SPRING, MD 20910	2,445
16	Montgomery	13006	PINEY BRANCH ELEM SCHOOL	7510 MAPLE AVENUE	TAKOMA PARK, MD 20912	2,405
16	Montgomery	13007	WOODLIN ELEMENTARY SCHOOL	2101 LUZERNE AVENUE	SILVER SPRING, MD 20910	2,482
16	Montgomery	13008	EAST SILVER SPRING ELEM SCH	631 SILVER SPRING AVENUE	SILVER SPRING, MD 20910	2,395
16	Montgomery	13009	COLUMBIA UNION COLLEGE	7600 FLOWER AVENUE	TAKOMA PARK, MD 20912	1,350
16	Montgomery	13010	M-NCPPC AUDITORIUM	8787 GEORGIA AVENUE	SILVER SPRING, MD 20910	1,599
16	Montgomery	13011	FOREST KNOLLS ELEM SCHOOL	10830 EASTWOOD AVENUE	SILVER SPRING, MD 20901	2,872
16	Montgomery	13012	SILVER SPRING YMCA	9800 HASTINGS DRIVE	SILVER SPRING, MD 20901	1,339
16	Montgomery	13013	HIGHLAND VIEW ELEM SCHOOL	9010 PROVIDENCE AVENUE	SILVER SPRING, MD 20901	2,479
16	Montgomery	13014	ST. LUKE LUTHERAN CHURCH	9100 COLESVILLE ROAD	SILVER SPRING, MD 20910	1,917
16	Montgomery	13015	EASTERN MIDDLE SCHOOL	300 UNIVERSITY BOULEVARD EAST	SILVER SPRING, MD 20901	2,383
16	Montgomery	13016	ROSEMARY HILLS ELEM SCHOOL	2111 PORTER ROAD	SILVER SPRING, MD 20910	1,857
16	Montgomery	13017	MCKENNEY HILLS CENTER	2600 HAYDEN DRIVE	SILVER SPRING, MD 20902	1,057
16	Montgomery	13018	OAK VIEW ELEMENTARY SCHOOL	400 EAST WAYNE AVE	SILVER SPRING, MD 20901	2,057
16	Montgomery	13019	SCHWEINHAUT SENIOR CENTER	1000 FOREST GLEN ROAD	SILVER SPRING, MD 20901	2,009
16	Montgomery	13020	COL. E. BROOKE LEE MIDDLE SCH	11800 MONTICELLO AVENUE	SILVER SPRING, MD 20902	2,049
16	Montgomery	13021	TAKOMA PARK MIDDLE SCHOOL	7611 PINEY BRANCH ROAD	SILVER SPRING, MD 20910	2,127
16	Montgomery	13022	ROLLING TERRACE ELEM SCHOOL	705 BAYFIELD STREET	TAKOMA PARK, MD 20912	2,756
16	Montgomery	13023	PINE CREST ELEMENTARY SCHOOL	201 WOODMOOR DRIVE	SILVER SPRING, MD 20901	2,410
16	Montgomery	13024	HOLY CROSS RESOURCE INSTITUTE	9805 DAMERON DRIVE	SILVER SPRING, MD 20902	2,074
16	Montgomery	13025	VIERS MILL ELEM SCHOOL	11711 JOSEPH MILL ROAD	SILVER SPRING, MD 20906	2,517
16	Montgomery	13026	CEDAR LANE UNITARIAN UNIVERSALIST CHURCH	9601 CEDAR LANE	BETHESDA, MD 20814	1,314
16	Montgomery	13027	ALBERT EINSTEIN HIGH SCHOOL	11135 NEWPORT MILL ROAD	KENSINGTON, MD 20895	2,446
16	Montgomery	13028	WHEATON HIGH SCHOOL	12601 DALEWOOD DRIVE	WHEATON, MD 20906	1,488
16	Montgomery	13029	HIGHLAND ELEMENTARY SCHOOL	3100 MEDWAY STREET	SILVER SPRING, MD 20902	2,376
16	Montgomery	13030	HOLIDAY PARK SENIOR CENTER	3950 FERRARA DRIVE	WHEATON, MD 20906	2,107
16	Montgomery	13031	OAKLAND TERRACE ELEM SCHOOL	2720 PLYERS MILL ROAD	SILVER SPRING, MD 20902	1,539
16	Montgomery	13032	GLEN HAVEN ELEMENTARY SCHOOL	10900 INWOOD AVENUE	SILVER SPRING, MD 20902	2,409
16	Montgomery	13033	KEMP MILL ELEMENTARY SCHOOL	411 SISSON STREET	SILVER SPRING, MD 20902	1,908
16	Montgomery	13034	KENSINGTON TOWN HALL	3710 MITCHELL STREET	KENSINGTON, MD 20895	1,986
16	Montgomery	13035	WELLER ROAD ELEM SCHOOL	3301 WELLER ROAD	SILVER SPRING, MD 20906	2,176
16	Montgomery	13036	SARGENT SHRIVER ELEMENTARY SCHOOL	12518 GREENLY DRIVE	SILVER SPRING, MD 20906	2,002
16	Montgomery	13037	PARKLAND MIDDLE SCHOOL	4610 WEST FRANKFORT DRIVE	ROCKVILLE, MD 20853	1,755
16	Montgomery	13038	KENSINGTON-PARKWOOD ELEM SCH	4710 SAUL ROAD	KENSINGTON, MD 20895	2,670
16	Montgomery	13039	ROCK CREEK FOREST ELEM SCH	8330 GRUBB ROAD	CHEVY CHASE, MD 20815	2,233
16	Montgomery	13040	ROCK VIEW ELEMENTARY SCHOOL	3901 DENFELD AVENUE	KENSINGTON, MD 20895	2,160
16	Montgomery	13042	MONTGOMERY PRIMARY ACHIEVEMENT CENTER	10611 TENBROOK DRIVE	SILVER SPRING, MD 20901	1,233
16	Montgomery	13043	WHEATON WOODS ELEM SCHOOL	4510 FAROE PLACE	ROCKVILLE, MD 20853	1,607
16	Montgomery	13044	WHEATON COMMUNITY CENTER	11711 GEORGIA AVENUE	WHEATON, MD 20902	2,360
16	Montgomery	13045	PARKLAND MIDDLE SCHOOL	4610 WEST FRANKFORT DRIVE	ROCKVILLE, MD 20853	1,519
16	Montgomery	13046	CHILDREN'S LEARNING CENTER	4511 BESTOR DRIVE	ROCKVILLE, MD 20853	1,982
16	Montgomery	13047	NATIONAL OCEANIC & ATMOSPHERIC ADMIN.	1301 EAST-WEST HIGHWAY	SILVER SPRING, MD 20910	2,741
16	Montgomery	13048	BEL PRE ELEMENTARY SCHOOL	13801 RIPPLING BROOK DRIVE	SILVER SPRING, MD 20906	1,615
16	Montgomery	13049	ARGYLE MIDDLE SCHOOL	2400 BEL PRE ROAD	SILVER SPRING, MD 20906	3,746
16	Montgomery	13050	SLIGO CREEK ELEM SCHOOL	500 SCHUYLER ROAD	SILVER SPRING, MD 20910	1,984
16	Montgomery	13051	ROCK CREEK VALLEY ELEM SCH	5121 RUSSETT ROAD	ROCKVILLE, MD 20853	2,732
16	Montgomery	13052	EARLE B. WOOD MIDDLE SCHOOL	14615 BAUER DRIVE	ROCKVILLE, MD 20853	2,118
16	Montgomery	13053	SLIGO MIDDLE SCHOOL	1401 DENNIS AVENUE	SILVER SPRING, MD 20902	1,593
16	Montgomery	13054	LEISURE WORLD CLUBHOUSE I	3700 ROSSMOOR BOULEVARD	SILVER SPRING, MD 20906	3,823
16	Montgomery	13055	STRATHMORE ELEMENTARY SCH	3200 BEAVERWOOD LANE	SILVER SPRING, MD 20906	1,592
16	Montgomery	13056	ARGYLE MIDDLE SCHOOL	2400 BEL PRE ROAD	SILVER SPRING, MD 20906	1,453
16	Montgomery	13057	ARCOLA TOWERS	1135 W. UNIVERSITY BOULEVARD	SILVER SPRING, MD 20902	1,108
16	Montgomery	13058	KNIGHTS OF COLUMBUS HALL	9707 ROSENSTEEL AVENUE	SILVER SPRING, MD 20910	2,279
16	Montgomery	13059	STEPHEN KNOLLS SCHOOL	10731 ST. MARGARET'S WAY	KENSINGTON, MD 20895	1,480

16	Montgomery	13061	BLAKE HIGH SCHOOL	300 NORWOOD ROAD	SILVER SPRING, MD 20905	2,036
16	Montgomery	13063	GLENALLAN ELEMENTARY SCHOOL	12520 HEURICH ROAD	SILVER SPRING, MD 20902	1,078
16	Montgomery	13064	STRATHMORE ELEMENTARY SCH	3200 BEAVERWOOD LANE	SILVER SPRING, MD 20906	2,508
16	Montgomery	13065	CHRIST THE KING CATHOLIC CH	2301 COLSTON DRIVE	SILVER SPRING, MD 20910	1,659
16	Montgomery	13066	ARGYLE RECREATION CENTER	1030 FOREST GLEN ROAD	SILVER SPRING, MD 20901	745
16	Montgomery	13067	GRACE UNITED METHODIST CHURCH	7001 NEW HAMPSHIRE AVENUE	TAKOMA PARK, MD 20912	1,538
16	Montgomery	13068	TAKOMA PARK RECREATION CENTER	7315 NEW HAMPSHIRE AVENUE	TAKOMA PARK, MD 20912	1,660
16	Montgomery	13069	LEISURE WORLD CLUBHOUSE II	3300 NORTH LEISURE WORLD BOULEVARD	SILVER SPRING, MD 20906	2,852
17	Prince George's	0101	CALVERTON ELEMENTARY SCHOOL	3400 BELTSVILLE ROAD	BELTSVILLE, MD 20705	3,148
17	Prince George's	0102	BELTSVILLE PUBLIC LIBRARY	4319 SELLMAN ROAD	BELTSVILLE, MD 20705	1,694
17	Prince George's	0103	HIGH POINT HIGH SCHOOL	3601 POWDER MILL ROAD	BELTSVILLE, MD 20705	2,890
17	Prince George's	0104	M. L. KING JR. MIDDLE SCHOOL	4545 AMMENDALE ROAD	BELTSVILLE, MD 20705	2,098
17	Prince George's	0105	BELTSVILLE ELEMENTARY SCHOOL	4300 WICOMICO AVENUE	BELTSVILLE, MD 20705	2,233
17	Prince George's	0106	VANSVILLE NEIGHBORHOOD REC.CT	11733 OLD BALTIMORE PIKE	BELTSVILLE, MD 20705	1,412
17	Prince George's	0107	RIDERWOOD RETIREMENT VILLAGE	3140 GRACEFIELD ROAD	SILVER SPRING, MD 20904	1,609
17	Prince George's	0201	BLADENSBURG ELEM. SCHOOL - MPR	4915 ANNAPOLIS ROAD	BLADENSBURG, MD 20710	1,525
17	Prince George's	0202	COTTAGE CITY TOWN HALL	3820 40TH AVENUE	COTTAGE CITY, MD 20722	1,119
17	Prince George's	0203	GLADYS NOON SPELLMAN ELEM SCH - GYM	3324 64TH AVENUE	CHEVERLY, MD 20785	2,254
17	Prince George's	0204	LANDOVER HILLS TOWN HALL	6904 TAYLOR STREET	LANDOVER HILLS, MD 20784	1,404
17	Prince George's	0205	ROGERS HEIGHTS ELEM SCH - MPR	4301 58TH AVENUE	BLADENSBURG, MD 20710	1,407
17	Prince George's	0206	BEACON HEIGHTS ELEMENTARY SCH	6929 FURMAN PARKWAY	RIVERDALE, MD 20737	2,496
17	Prince George's	0207	JUDITH P HOYER EARLY CHILD CT - GYM	2300 BELLEVIEW AVENUE	CHEVERLY, MD 20785	1,908
17	Prince George's	0208	BLADENSBURG COMMUNITY CENTER	4500 57TH AVENUE	BLADENSBURG, MD 20710	3,166
17	Prince George's	0209	COOPER LANE ELEM. SCHOOL - MPR	3817 COOPER LANE	LANDOVER HILLS, MD 20784	2,710
17	Prince George's	0210	WEST LANHAM HILLS REC. CENTER	7700 DECATUR ROAD	LANDOVER HILLS, MD 20784	1,796
17	Prince George's	0301	UNION UNITED METHODIST CHURCH	14418 OLD MARLBORO PIKE	UPPER MARLBORO, MD 20772	1,130
17	Prince George's	0302	PATUXENT ELEMENTARY SCHOOL	4410 BISHOPMILL DRIVE	UPPER MARLBORO, MD 20772	3,269
17	Prince George's	0303	ST MARY OF THE ASSUMPTION SCH	4610 LARGO ROAD	UPPER MARLBORO, MD 20772	2,608
17	Prince George's	0304	PERRYWOOD KETTERING COMM SCHL	501 WATKINS PARK DRIVE	UPPER MARLBORO, MD 20774	2,213
17	Prince George's	0305	DR. HENRY WISE, JR. HIGH	12650 BROOKE LANE	UPPER MARLBORO, MD 20772	2,352
17	Prince George's	0306	FIRST BAPTIST CHURCH OF GLENARDEN	600 WATKINS PARK DRIVE	UPPER MARLBORO, MD 20774	2,583
17	Prince George's	0401	ST. THOMAS PARISH HALL	14300 ST THOMAS CHURCH RD	UPPER MARLBORO, MD 20772	1,946
17	Prince George's	0501	EUGENE BURROUGHS MIDDLE SCHL	14400 BERRY ROAD	ACCOKEEK, MD 20607	3,066
17	Prince George's	0502	HARMONY HALL REGIONAL CENTER	10701 LIVINGSTON ROAD	FORT WASHINGTON, MD 20744	2,084
17	Prince George's	0503	FRIENDLY HIGH SCHOOL - M/P RM	10000 ALLENTOWN ROAD	FORT WASHINGTON, MD 20744	2,577
17	Prince George's	0504	FRIENDLY HIGH SCHOOL - GYM	10000 ALLENTOWN ROAD	FORT WASHINGTON, MD 20744	2,859
17	Prince George's	0505	POTOMAC LANDING ELEMENT SCHL	12500 FORT WASHINGTON RD	FORT WASHINGTON, MD 20744	3,353
17	Prince George's	0506	TAYAC ELEMENTARY SCHL- M/P RM	8600 ALLENTOWN ROAD	FORT WASHINGTON, MD 20744	2,923
17	Prince George's	0507	BREATH OF LIFE SDA CHURCH	11310 FORT WASHINGTON RD	FORT WASHINGTON, MD 20744	3,373
17	Prince George's	0508	ACCOKEEK PUBLIC LIBRARY	15773 LIVINGSTON ROAD	ACCOKEEK, MD 20607	1,959
17	Prince George's	0509	FT WASH FOREST ELEM-MEDIA CTR	1300 FILLMORE ROAD	FORT WASHINGTON, MD 20744	524
17	Prince George's	0510	FT WASH FOREST ELEM SC-M/P RM	1300 FILLMORE ROAD	FORT WASHINGTON, MD 20744	1,155
17	Prince George's	0511	POTOMAC KNOLLS COMMUNITY CTR.	1101 ARAGONA BOULEVARD	FORT WASHINGTON, MD 20744	1,838
17	Prince George's	0512	FAITH UNITED METHODIST CHURCH	15769 LIVINGSTON ROAD	ACCOKEEK, MD 20607	2,290
17	Prince George's	0601	BISHOP MCNAMARA HIGH SCHOOL	6800 MARLBORO PIKE	FORESTVILLE, MD 20747	3,226
17	Prince George's	0602	THURGOOD MARSHALL MIDDLE SCH - GYM	4909 BRINKLEY ROAD	TEMPLE HILLS, MD 20748	1,163
17	Prince George's	0603	JOHN EAGER HOWARD ELEMENT SCH	4400 SHELL STREET	CAPITOL HEIGHTS, MD 20743	3,788
17	Prince George's	0604	WILLIAM BEANES ELEMENTARY SCH	5108 DIANNA DRIVE	SUITLAND, MD 20746	3,088
17	Prince George's	0605	DISTRICT HEIGHTS ELEMENT SCHL	2200 COUNTY ROAD	DISTRICT HEIGHTS, MD 20747	1,652
17	Prince George's	0606	SUITLAND HIGH SCHOOL	5200 SILVER HILL ROAD	FORESTVILLE, MD 20747	2,886
17	Prince George's	0607	SKYLINE ELEMENTARY SCHOOL	6311 RANDOLPH ROAD	SUITLAND, MD 20746	3,366
17	Prince George's	0608	GREEN VALLEY ACADEMY	2215 CHADWICK STREET	TEMPLE HILLS, MD 20748	2,063
17	Prince George's	0609	BENJAMIN STODDERT MIDDLE SCHL	2501 OLSON STREET	TEMPLE HILLS, MD 20748	2,224
17	Prince George's	0610	FORESTVILLE MILITARY ACADEMY	7001 BELTZ DRIVE	FORESTVILLE, MD 20747	3,387
17	Prince George's	0611	E MICHAEL ROLL MUNICIPAL BLDG	2000 MARBURY DRIVE	DISTRICT HEIGHTS, MD 20747	2,223
17	Prince George's	0612	OVERLOOK ELEMENTARY SCHOOL	3298 CURTIS DRIVE	SUITLAND, MD 20746	2,014
17	Prince George's	0613	MIDDLETON VALLEY ELEMENT SCHL	4815 DALTON STREET	TEMPLE HILLS, MD 20748	2,575
17	Prince George's	0614	TEMPLE HILLS COMMUNITY CENTER	5300 TEMPLE HILL ROAD	TEMPLE HILLS, MD 20748	1,927
17	Prince George's	0615	EDGAR ALLAN POE ALT. ELEMENTARY	2001 SHADYSIDE AVENUE	SUITLAND, MD 20746	3,251
17	Prince George's	0616	BERKSHIRE ELEMENTARY SCHOOL	6201 SURREY SQUARE LANE	FORESTVILLE, MD 20747	2,930
17	Prince George's	0617	JESSIE B. MASON SCHOOL	2720 IVERSON STREET	TEMPLE HILLS, MD 20748	3,692
17	Prince George's	0618	PRINCETON ELEMENTARY SCHOOL	6101 BAXTER DRIVE	CAMP SPRINGS, MD 20746	1,828
17	Prince George's	0619	CONCORD ELEMENTARY SCHOOL	2004 CONCORD LANE	DISTRICT HEIGHTS, MD 20747	2,470
17	Prince George's	0620	JOHN H BAYNE ELEMENTARY SCHL	7010 WALKER MILL ROAD	CAPITOL HEIGHTS, MD 20743	3,149
17	Prince George's	0621	ST BERNADINE CHURCH SIENA HALL	2400 BROOKS DRIVE	SUITLAND, MD 20746	567
17	Prince George's	0622	ANDREW JACKSON MIDDLE SCHOOL	3500 REGENCY PARKWAY	FORESTVILLE, MD 20746	2,980
17	Prince George's	0623	NORTH FORESTVILLE ELEMENT SCH	2311 RITCHIE ROAD	FORESTVILLE, MD 20747	1,727

17	Prince George's	0624	MARLOW HEIGHTS COMMUNITY CENTER	2800 ST. CLAIR DRIVE	TEMPLE HILLS, MD 20748	2,357
17	Prince George's	0701	WOODMORE ELEMENTARY SCHOOL	12500 WOODMORE ROAD	MITCHELLVILLE, MD 20721	4,763
17	Prince George's	0702	BELAIR ANNEX	3021 BELAIR DRIVE	BOWIE, MD 20715	1,476
17	Prince George's	0703	KENILWORTH ELEMENTARY SCHOOL	12520 KEMBRIDGE DRIVE	BOWIE, MD 20715	1,984
17	Prince George's	0704	GRACE LUTHERAN CHURCH FELLOWSHIP HALL	2503 BELAIR DRIVE	BOWIE, MD 20715	2,006
17	Prince George's	0705	TULIP GROVE ELEMENTARY SCHOOL	2909 TRAINOR LANE	BOWIE, MD 20715	2,384
17	Prince George's	0706	POINTER RIDGE ELEMENTARY SCHL	1110 PARKINGTON LANE	BOWIE, MD 20716	2,118
17	Prince George's	0707	HEATHER HILLS ELEMENTARY SCHL	12605 HEMING LANE	BOWIE, MD 20716	2,886
17	Prince George's	0708	C ELIZABETH RIEG SPECIAL CTR.	15542 PEACH WALKER DRIVE	BOWIE, MD 20716	2,158
17	Prince George's	0709	MT OAK UNITED METHODIST CHURCH	14110 MOUNT OAK ROAD	MITCHELLVILLE, MD 20721	3,135
17	Prince George's	0710	ALL SAINTS LUTHERAN CHURCH	16510 MOUNT OAK ROAD	BOWIE, MD 20716	3,199
17	Prince George's	0711	EVANGEL CATHEDRAL	13901 CENTRAL AVENUE	UPPER MARLBORO, MD 20774	3,496
17	Prince George's	0712	MT. EPHRAIM CHURCH/SCHOOL-GYM	610 LARGO ROAD	UPPER MARLBORO, MD 20774	2,348
17	Prince George's	0713	HOLY FAMILY CATHOLIC CHU HALL	12010 WOODMORE ROAD	MITCHELLVILLE, MD 20721	2,164
17	Prince George's	0714	VILLAGE BAPTIST CHURCH	1950 MITCHELLVILLE ROAD	BOWIE, MD 20716	1,642
17	Prince George's	0715	COLLINGTON STATION H.O.A.	375 JENNINGS MILL DRIVE	BOWIE, MD 20721	2,115
17	Prince George's	0716	NORTHVIEW ELEM. SCH. CAFE. - A	3700 NORTHVIEW DRIVE	BOWIE, MD 20716	1,217
17	Prince George's	0717	NORTHVIEW ELEM. SCH. CAFE. - B	3700 NORTHVIEW DRIVE	BOWIE, MD 20716	1,116
17	Prince George's	0801	BADEN ELEMENTARY SCHOOL	13601 BADEN-WESTWOOD RD	BRANDYWINE, MD 20613	1,392
17	Prince George's	0901	STEPHEN DECATUR MIDDLE SCHOOL	8200 PINWOOD DRIVE	CLINTON, MD 20735	3,627
17	Prince George's	0902	JAMES RYDER RANDALL ELEM SCHL	5410 KIRBY ROAD	CLINTON, MD 20735	3,478
17	Prince George's	0903	F.T. EVANS ELEMENT SCH-M/P RM	6720 OLD ALEX FERRY ROAD	CLINTON, MD 20735	624
17	Prince George's	0904	SURRATTSVILLE HIGH SCHOOL	6101 GARDEN DRIVE	CLINTON, MD 20735	1,993
17	Prince George's	0905	ISAAC GOURDINE MIDDLE SCHOOL	8700 ALLENTOWN ROAD	FORT WASHINGTON, MD 20744	2,878
17	Prince George's	0906	CLINTON BAPTIST CHURCH	8701 WOODYARD ROAD	CLINTON, MD 20735	2,623
17	Prince George's	0907	WALDON WOODS ELEMENTARY SCHL	10301 THRIFT ROAD	CLINTON, MD 20735	3,314
17	Prince George's	0908	COLUMBIA MOOSE LODGE #126	10404 BRANDYWINE ROAD	CLINTON, MD 20735	4,226
17	Prince George's	0909	MELWOOD ELEMENTARY SCHOOL	7100 WOODYARD ROAD	UPPER MARLBORO, MD 20772	1,319
17	Prince George's	0910	CLINTON GROVE ELEMENTARY SCHL	9420 TEMPLE HILL ROAD	CLINTON, MD 20735	2,240
17	Prince George's	0911	TANGLEWOOD SCHOOL	8333 WOODYARD ROAD	CLINTON, MD 20735	3,571
17	Prince George's	1001	DWIGHT D EISENHOWER MIDDLE SC	13725 BRIARWOOD DRIVE	LAUREL, MD 20708	2,320
17	Prince George's	1002	PHELPS SENIOR CENTER	701 MONTGOMERY STREET	LAUREL, MD 20707	3,445
17	Prince George's	1003	LAUREL ELEMENTARY SCHOOL	516 MONTGOMERY STREET	LAUREL, MD 20707	1,831
17	Prince George's	1004	LAUREL HIGH SCHOOL	8000 CHERRY LANE	LAUREL, MD 20707	2,085
17	Prince George's	1005	BOND MILL ELEMENTARY SCHOOL	16001 SHERWOOD AVENUE	LAUREL, MD 20707	3,053
17	Prince George's	1006	JAMES H. HARRISON ELEMENT SCHL	13200 LARCHDALE ROAD	LAUREL, MD 20708	2,855
17	Prince George's	1007	MONTPELIER ELEMENTARY SCHOOL	9200 MUIRKIRK ROAD	LAUREL, MD 20708	1,888
17	Prince George's	1008	DEERFIELD RUN ELEMENTARY SCHL	13000 LAUREL-BOWIE ROAD	LAUREL, MD 20708	1,897
17	Prince George's	1009	OAKLANDS ELEMENTARY SCHOOL	13710 LAUREL-BOWIE ROAD	LAUREL, MD 20708	2,677
17	Prince George's	1010	THE TABERNACLE OF LAUREL- GYM	11601 SOUTH LAUREL DRIVE	LAUREL, MD 20708	1,596
17	Prince George's	1011	TABERNACLE OFLAUREL-UNPLUG RM	11601 SOUTH LAUREL DRIVE	LAUREL, MD 20708	1,917
17	Prince George's	1012	LAUREL COMMUNITY CENTER	7901 CYPRESS STREET	LAUREL, MD 20707	3,967
17	Prince George's	1013	LAUREL VOLUNTEER FIRE DEPARTM	7411 CHERRY LANE	LAUREL, MD 20707	2,870
17	Prince George's	1101	GWYNN PARK MIDDLE SCHOOL	8000 DYSON ROAD	BRANDYWINE, MD 20613	2,682
17	Prince George's	1102	MATTAPONI ELEMENTARY SCHOOL	11701 DULEY STATION ROAD	UPPER MARLBORO, MD 20772	2,710
17	Prince George's	1103	ROSARYVILLE ELEMENTARY SCHOOL	9925 ROSARYVILLE ROAD	UPPER MARLBORO, MD 20772	3,339
17	Prince George's	1104	BRANDYWINE ELEMENTARY SCHOOL	14101 BRANDYWINE ROAD	BRANDYWINE, MD 20613	2,355
17	Prince George's	1201	JOHN HANSON MONTESSORI SCHOOL	6360 OXON HILL ROAD	OXON HILL, MD 20745	1,744
17	Prince George's	1202	FOREST HEIGHTS ELEMENTARY SCH	200 TALBERT DRIVE	OXON HILL, MD 20745	1,749
17	Prince George's	1203	ST. BARNABAS CHURCH - HALL	5203 ST. BARNABAS ROAD	TEMPLE HILLS, MD 20748	2,796
17	Prince George's	1204	VALLEY VIEW ELEMENTARY SCHOOL	5500 DANBY AVENUE	OXON HILL, MD 20745	3,550
17	Prince George's	1205	FORT FOOTE BAPTIST CHURCH	8310 FORT FOOTE RD	FORT WASHINGTON, MD 20744	2,940
17	Prince George's	1206	POTOMAC HIGH SCHOOL - GYM	5211 BOYDELL AVENUE	OXON HILL, MD 20745	3,079
17	Prince George's	1207	SAMUEL CHASE ELEMENTARY SCHL	5700 FISHER ROAD	TEMPLE HILLS, MD 20748	1,681
17	Prince George's	1208	APPLE GROVE ELEMENTARY SCHOOL	7400 BELLEFIELD AVENUE	FORT WASHINGTON, MD 20744	2,148
17	Prince George's	1209	GLASSMANOR ELEMENTARY SCHOOL	1011 MARCY AVENUE	OXON HILL, MD 20745	3,166
17	Prince George's	1210	OXON HILL MIDDLE SCHOOL	9570 FORT FOOTE ROAD	FORT WASHINGTON, MD 20744	2,880
17	Prince George's	1211	OXON HILL ELEMENTARY SCHOOL	7701 LIVINGSTON ROAD	OXON HILL, MD 20745	3,699
17	Prince George's	1212	OXON HILL BRANCH LIBRARY	6200 OXON HILL ROAD	OXON HILL, MD 20745	3,080
17	Prince George's	1213	G.GARDNER SHUGART MIDDLE SCHL	2000 CALLAWAY STREET	HILLCREST HEIGHTS, MD 20748	3,497
17	Prince George's	1214	INDIAN QUEEN ELEMENTARY SCHL	9551 FORT FOOTE ROAD	FORT WASHINGTON, MD 20744	2,417
17	Prince George's	1215	AVALON ELEMENTARY SCHOOL	7302 WEBSTER LANE	FORT WASHINGTON, MD 20744	2,496
17	Prince George's	1216	J. FRANK DENT ELEMENTARY SCHOOL	2700 CORNING AVENUE	FORT WASHINGTON, MD 20744	1,836
17	Prince George's	1217	ALLENWOOD ELEMENTARY SCHOOL	6300 HARLEY LANE	TEMPLE HILLS, MD 20748	1,100
17	Prince George's	1301	JOHN CARROLL ELEM SCH - GYM	1400 NALLEY TERRACE	LANDOVER, MD 20785	2,082
17	Prince George's	1302	COLUMBIA PK/KENTLAND COMM CTR	2411 PINEBROOK AVENUE	LANDOVER, MD 20785	2,454
17	Prince George's	1303	J.R. COUSINS JR. MEMORIAL CTR	8600 GLENARDEN PARKWAY	GLENARDEN, MD 20706	2,053

17	Prince George's	1304	KETTERING ELEMENTARY SCHOOL	11000 LAYTON STREET	UPPER MARLBORO, MD 20774	1,984
17	Prince George's	1305	CHARLES H. FLOWERS HIGH - MPR	10001 ARDWICK ARDMORE RD	UPPER MARLBORO, MD 20774	3,743
17	Prince George's	1306	LARGO HIGH SCHOOL	505 LARGO ROAD	UPPER MARLBORO, MD 20774	2,750
17	Prince George's	1307	WILLIAM PACA ELEM SCH - MPR	7801 SHERIFF RD	LANDOVER, MD 20785	3,261
17	Prince George's	1308	MATTHEW HENSON ELEMEN SCH - MPR	7910 SCOTT ROAD	LANDOVER, MD 20785	2,444
17	Prince George's	1309	LARGO-KETTERING LIBRY-CONF RM	9601 CAPITAL LANE	LARGO, MD 20774	3,510
17	Prince George's	1310	PHYLLIS E WILLIAMS ELEMEN SCH	9601 PRINCE PLACE	UPPER MARLBORO, MD 20774	3,105
17	Prince George's	1311	KETTERING MIDDLE SCHOOL	65 HERRINGTON DRIVE	UPPER MARLBORO, MD 20774	3,747
17	Prince George's	1312	ERNEST EVERETT JUST MIDL SCH	1300 CAMPUS WAY NORTH	MITCHELLVILLE, MD 20721	3,125
17	Prince George's	1313	KETTERING BAPTIST CHURCH	1 KETTERING DRIVE	UPPER MARLBORO, MD 20774	1,989
17	Prince George's	1314	CHARLES H. FLOWERS HIGH - CAF.	10001 ARDWICK ARDMORE RD	UPPER MARLBORO, MD 20774	2,489
17	Prince George's	1315	KINGSFORD ELEM SCH - MPR	1401 ENTERPRISE ROAD	MITCHELLVILLE, MD 20721	3,933
17	Prince George's	1316	OAKCREST ELEM SCH - MPR	929 HILL ROAD	LANDOVER, MD 20785	2,580
17	Prince George's	1317	COLUMBIA PK ELEM SCHL - GYM	1901 KENT VILLAGE DRIVE	LANDOVER, MD 20785	1,867
17	Prince George's	1401	HIGH BRIDGE ELEMENTARY SCHOOL	7011 HIGH BRIDGE ROAD	BOWIE, MD 20720	2,477
17	Prince George's	1402	DUVAL HIGH SCHOOL	9880 GOOD LUCK ROAD	LANHAM, MD 20706	3,351
17	Prince George's	1403	BOWIE HIGH SCHOOL	15200 ANNAPOLIS ROAD	BOWIE, MD 20715	2,166
17	Prince George's	1404	SAMUEL OGLE MIDDLE SCHOOL	4111 CHELMONT LANE	BOWIE, MD 20715	1,810
17	Prince George's	1405	ROCKLEDGE ELEMENTARY SCHOOL	7701 LAUREL-BOWIE ROAD	BOWIE, MD 20715	2,734
17	Prince George's	1406	YORKTOWN ELEMENTARY SCHOOL	7301 RACE TRACK ROAD	BOWIE, MD 20715	1,463
17	Prince George's	1407	GLENN DALE VOL. FIRE DEPARTMT	11900 GLENN DALE BLVD	GLENN DALE, MD 20769	2,139
17	Prince George's	1408	ROBERT GODDARD MONTESSORI SCH	9850 GOOD LUCK ROAD	SEABROOK, MD 20706	2,463
17	Prince George's	1409	ASCENSION PARISH HOUSE	12700 LANHAM-SEVERN ROAD	BOWIE, MD 20715	2,159
17	Prince George's	1410	HOLY TRINITY PARISH HALL	13106 ANNAPOLIS ROAD	BOWIE, MD 20720	1,909
17	Prince George's	1411	BOWIE STATE UNIV. MCKELDIN GYM	14000 JERICHO PARK ROAD	BOWIE, MD 20715	2,833
17	Prince George's	1501	MARLTON ELEMENTARY SCHOOL	8506 OLD COLONY DR SOUTH	UPPER MARLBORO, MD 20772	3,658
17	Prince George's	1502	ARROWHEAD ELEMENT SCHL-M/P RM	2300 SANSBURY ROAD	UPPER MARLBORO, MD 20772	1,592
17	Prince George's	1503	JAMES MADISON MIDDLE SCHOOL	7300 WOODYARD ROAD	UPPER MARLBORO, MD 20772	2,114
17	Prince George's	1504	FREDERICK DOUGLASS HIGHSCHOOL	8000 CROOM ROAD	UPPER MARLBORO, MD 20772	2,980
17	Prince George's	1505	ARROWHEAD ELEMENTARY SCHL-GYM	2300 SANSBURY ROAD	UPPER MARLBORO, MD 20772	4,579
17	Prince George's	1506	MELWOOD CHURCH OF THE NAZARENE	6906 WOODYARD ROAD	UPPER MARLBORO, MD 20772	2,273
17	Prince George's	1601	EDMONSTON MUNICIPAL BUILDING	5005 52ND AVENUE	EDMONSTON, MD 20781	676
17	Prince George's	1602	CTY OF HYATT MUN BLDG- M/P RM	4310 GALLATIN STREET	HYATTSVILLE, MD 20781	710
17	Prince George's	1603	HYATTSVILLE MIDDLE SCHOOL	6001 42ND AVENUE	HYATTSVILLE, MD 20781	3,398
17	Prince George's	1604	NICHOLAS OREM MIDDLE SCHOOL	6100 EDITORS PARK DRIVE	HYATTSVILLE, MD 20782	2,449
17	Prince George's	1701	MOUNT RAINIER ELEMENTARY SCHL	4011 32ND STREET	MOUNT RAINIER, MD 20712	2,819
17	Prince George's	1702	BRENTWOOD TOWN HALL-WOHLFARTH	4300 39TH PLACE	BRENTWOOD, MD 20722	1,445
17	Prince George's	1703	LANGLEY PK MCCORMICK ELEM SCH	8201 15TH AVENUE	HYATTSVILLE, MD 20783	1,946
17	Prince George's	1704	THOMAS S STONE ELEMENTARY SCH	4500 34TH STREET	MT RAINIER, MD 20712	2,196
17	Prince George's	1705	CAROLE HIGHLANDS ELEMENT SCHL	1610 HANNON STREET	TAKOMA PARK, MD 20912	999
17	Prince George's	1706	CESAR CHAVEZ ELEMENTARY SCHL	6609 RIGGS RD	CHILLUM, MD 20782	1,300
17	Prince George's	1707	ROLLINGCREST CHILLUM COMM CTR	6120 SARGENT ROAD	HYATTSVILLE, MD 20782	3,230
17	Prince George's	1708	HYATTSVILLE PUBLIC LIBRARY	6530 ADELPHI ROAD	HYATTSVILLE, MD 20782	2,265
17	Prince George's	1709	MARY HARRIS MOTHER JONES ELEM	2405 TECUMSEH STREET	ADELPHI, MD 20783	1,646
17	Prince George's	1710	LEWISDALE ELEMENTARY SCHOOL	2400 BANNING PLACE	W HYATTSVILLE, MD 20783	2,762
17	Prince George's	1711	RIDGECREST ELEMENTARY SCHOOL	6120 RIGGS ROAD	HYATTSVILLE, MD 20783	2,604
17	Prince George's	1712	ADELPHI ELEMENTARY SCHOOL	8820 RIGGS ROAD	ADELPHI, MD 20783	2,379
17	Prince George's	1801	CAPITOL HEIGHTS ELEMENT SCHL	601 SUFFOLK AVENUE	CAPITOL HEIGHTS, MD 20743	3,021
17	Prince George's	1802	SEAT PLEASANT ELEMENTARY SCHL	6411 G STREET	SEAT PLEASANT, MD 20743	1,715
17	Prince George's	1803	CEDAR HEIGHTS COMMUNITY CTR	1200 GLEN WILLOW DR	CAPITOL HEIGHTS, MD 20743	2,155
17	Prince George's	1804	DOSWELL E BROOKS ELEMENT SCHL	1301 BROOKE ROAD	CAPITOL HEIGHTS, MD 20743	1,836
17	Prince George's	1805	ROBERT R. GRAY ELEM SCH - MPR	4949 ADDISON ROAD	CAPITOL HEIGHTS, MD 20743	1,498
17	Prince George's	1806	CENTRAL HIGH SCHOOL	200 CABIN BRANCH ROAD	SEAT PLEASANT, MD 20743	3,610
17	Prince George's	1807	CARMODY HILLS ELEMENTARY SCHL	401 JADELEAF AVENUE	CAPITOL HEIGHTS, MD 20743	2,521
17	Prince George's	1808	HIGHLAND PARK ELEMENTARY SCHL	6501 LOWLAND DRIVE	LANDOVER, MD 20785	1,624
17	Prince George's	1809	JOHN E. FEGGAN CENTER	311 68TH PLACE	SEAT PLEASANT, MD 20743	1,883
17	Prince George's	1810	PEPPER MILL COMMUNITY CTR-GYM	610 HILL ROAD	LANDOVER, MD 20785	1,007
17	Prince George's	1811	BRADBURY HEIGHTS ELEMENT SCHL	1401 GLACIER AVENUE	CAPITOL HEIGHTS, MD 20743	1,942
17	Prince George's	1812	FAIRMOUNT HGTS HIGH	1401 NYE STREET	CAPITOL HEIGHTS, MD 20743	157
17	Prince George's	1901	RIVERDALE ELEMENTARY SCHOOL	5006 RIVERDALE ROAD	RIVERDALE, MD 20737	2,169
17	Prince George's	1902	PARKDALE HIGH SCHOOL-SMALL GYM	6001 GOOD LUCK ROAD	RIVERDALE, MD 20737	2,087
17	Prince George's	1903	UNIVERSITY PARK ELEMENT SCHL	4315 UNDERWOOD STREET	HYATTSVILLE, MD 20782	1,799
17	Prince George's	1904	TEMPLETON ELEMENTARY SCHOOL	6001 CARTERS LANE	RIVERDALE, MD 20737	1,328
17	Prince George's	2001	NEW CARROLLTON MUNICIPAL CTR.	6016 PRINCESS GARDEN PKY	NEW CARROLLTON, MD 20784	2,401
17	Prince George's	2002	COMMUNITY BIBLE BAPTIST CHURCH	7309 RIVERDALE ROAD	RIVERDALE, MD 20737	2,979
17	Prince George's	2003	ARDMORE ELEM. SCHOOL - MPR	9301 ARDWICK ARDMORE RD	UPPER MARLBORO, MD 20774	1,883
17	Prince George's	2004	THOMAS JOHNSON MID SCH- MPR	5401 BARKER PLACE	LANHAM, MD 20706	1,623

17	Prince George's	2005	CHARLES CARROLL MIDDLE SCHOOL	6130 LAMONT DRIVE	NEW CARROLLTON, MD 20784	1,713
17	Prince George's	2006	MARGARET BRENT SPECIAL CENTER	5816 LAMONT TERRACE	NEW CARROLLTON, MD 20784	1,555
17	Prince George's	2007	GLENARDEN WOODS ELEM SCH - MPR	GLENARDEN PKY & ECHOLS AV	GLENARDEN, MD 20706	2,262
17	Prince George's	2008	SEABROOK ELEMENTARY SCHOOL	6001 SEABROOK ROAD	SEABROOK, MD 20706	2,390
17	Prince George's	2009	GLENN DALE ELEMENTARY SCHOOL	6700 GLENN DALE ROAD	GLENN DALE, MD 20769	1,562
17	Prince George's	2010	GOOD LUCK COMMUNITY CENTER	8601 GOOD LUCK ROAD	LANHAM, MD 20706	1,716
17	Prince George's	2011	MOUNT CALVARY BAPTIST CHURCH	5120 WHITFIELD CHAPEL RD	LANHAM, MD 20706	2,130
17	Prince George's	2101	PAINT BRANCH ELEMENTARY SCHL	5101 PIERCE AVENUE	COLLEGE PARK, MD 20740	2,704
17	Prince George's	2102	UNIV OF MD RITCHIE COLISEUM	RT 1 & ROSSBOROUGH LANE	COLLEGE PARK, MD 20742	2,360
17	Prince George's	2103	GREENBELT COMMUNITY CENTER	15 CRESCENT ROAD	GREENBELT, MD 20770	2,711
17	Prince George's	2104	HOLLYWOOD ELEMENTARY SCHOOL	9811 49TH AVENUE	COLLEGE PARK, MD 20740	1,772
17	Prince George's	2105	BUCK LODGE MIDDLE SCHOOL	2611 BUCK LODGE ROAD	ADELPHI, MD 20783	1,602
17	Prince George's	2106	GREENBELT ELEMENTARY SCHOOL	66 RIDGE ROAD	GREENBELT, MD 20770	2,232
17	Prince George's	2107	BERWYN HEIGHTS ELEMENTARY SCH	6200 PONTIAC STREET	BERWYN HEIGHTS, MD 20740	1,838
17	Prince George's	2108	SPRINGHILL LAKE ELEMENT SCHL	6060 SPRINGHILL DRIVE	GREENBELT, MD 20770	2,229
17	Prince George's	2109	TOWERS OF WESTCHESTER PK BLDG	6200 WESTCHESTER PARK DR	COLLEGE PARK, MD 20740	1,016
17	Prince George's	2110	COLLEGE PK UNIT METHOD CHURCH	9601 RHODE ISLAND AVENUE	COLLEGE PARK, MD 20740	1,752
17	Prince George's	2111	MAGNOLIA ELEMENTARY SCHOOL	8400 NIGHTINGALE DRIVE	LANHAM, MD 20706	2,348
17	Prince George's	2112	ST. MARKS SCHOOL	7501 ADELPHI ROAD	HYATTSVILLE, MD 20783	484
17	Prince George's	2113	ELEANOR ROOSEVELT HIGH SCHOOL	7601 HANOVER PARKWAY	GREENBELT, MD 20770	2,409
17	Prince George's	2114	HILLANDALE BAPTIST CHURCH	2601 POWDER MILL ROAD	ADELPHI, MD 20783	1,196
17	Prince George's	2115	CHEROKEE LANE ELEMENTARY SCHL	9000 25TH AVENUE	ADELPHI, MD 20783	1,504
17	Prince George's	2116	LAMONT ELEMENTARY SCHOOL	7101 GOOD LUCK ROAD	NEW CARROLLTON, MD 20784	1,527
17	Prince George's	2117	UNIV OF MD/STUDENT UNION BLDG	112 CAMPUS DRIVE	COLLEGE PARK, MD 20742	3,051
17	Prince George's	2118	TURNING POINT ACADEMY	7800 GOOD LUCK ROAD	LANHAM, MD 20706	2,253
18	Queen Anne's	01001	SUDLERSVILLE FIRE DEPARTMENT	203 N. CHURCH STREET	SUDLERSVILLE, MD 21668	1,398
18	Queen Anne's	02001	CHURCH HILL ELEMENTARY SCHOOL	631 MAIN STREET	CHURCH HILL, MD 21623	1,190
18	Queen Anne's	02002	CHESTERTOWN CHRYSLER, JEEP & DODGE	6407 CHURCH HILL RD.	CHESTERTOWN, MD 21620	1,350
18	Queen Anne's	03001	QUEEN ANNE'S HIGH SCHOOL	125 RUTHSBURG ROAD	CENTREVILLE, MD 21617	2,105
18	Queen Anne's	03002	CENTREVILLE ELEMENTARY SCHOOL	213 HOMEWOOD AVE	CENTREVILLE, MD 21617	3,084
18	Queen Anne's	04001	KENT ISLAND HIGH SCHOOL	900 LOVE POINT RD	STEVENSVILLE, MD 21666	2,485
18	Queen Anne's	04002	UNION WESLEY UNITED METHODIST CHURCH	110 UNION WESLEY CIRCLE	CHESTER, MD 21619	2,032
18	Queen Anne's	04003	MATAPEAKE MIDDLE SCHOOL	671 ROMANCOKE RD	STEVENSVILLE, MD 21666	1,422
18	Queen Anne's	04004	BAYSIDE ELEMENTARY SCHOOL	301 CHURCH ST.	STEVENSVILLE, MD 21666	1,297
18	Queen Anne's	04005	MATAPEAKE ELEMENTARY SCHOOL	651 ROMANCOKE RD	STEVENSVILLE, MD 21666	1,782
18	Queen Anne's	04006	UNITED COMMUNITIES VOL FIRE DEPT	9406 ROMANCOKE RD	STEVENSVILLE, MD 21666	2,178
18	Queen Anne's	04007	PARKS AND RECREATION PINEY NARROWS UNIT 6	PINEY NARROWS UNIT 6	CHESTER, MD 21619	922
18	Queen Anne's	05001	SHORE CHRISTIAN FELLOWSHIP	7401 MAIN STREET	QUEENSTOWN, MD 21658	1,685
18	Queen Anne's	05002	GRASONVILLE ELEMENTARY SCHOOL	5435 MAIN STREET	GRASONVILLE, MD 21638	1,792
18	Queen Anne's	05003	SEVENTH DAY ADVENTIST CHURCH	MEDICAL CENTER DR	GRASONVILLE, MD 21638	2,392
18	Queen Anne's	06001	RUTHSBURG COMMUNITY HALL	105 DAMSONTOWN RD.	CENTREVILLE, MD 21617	1,210
18	Queen Anne's	07001	CRUMPTON SENIOR CENTER	2200 DUDLEY CORNERS ROAD	CRUMPTON, MD 21628	1,669
19	Saint Mary's	01001	RIDGE FIREHOUSE	13820 POINT LOOKOUT ROAD	RIDGE, MD 20680	2,012
19	Saint Mary's	01002	RIDGE ELEMENTARY SCHOOL	49430 AIREDELE ROAD	RIDGE, MD 20680	1,544
19	Saint Mary's	02001	VALLEY LEE FIREHOUSE	45245 TRAYDEN ROAD	VALLEY LEE, MD 20692	2,555
19	Saint Mary's	02002	PINEY POINT ELEMENTARY SCHOOL	44550 TALL TIMBERS RD	TALL TIMBERS, MD 20690	2,146
19	Saint Mary's	03001	LEONARDTOWN FIREHOUSE	22733 LAWRENCE AVENUE	LEONARDTOWN, MD 20650	1,397
19	Saint Mary's	03002	LOVEVILLE SCHOOL	27190 POINT LOOKOUT ROAD	LOVEVILLE, MD 20656	1,982
19	Saint Mary's	03003	LEONARDTOWN MIDDLE SCHOOL	24015 POINT LOOKOUT ROAD	LEONARDTOWN, MD 20650	1,774
19	Saint Mary's	03004	BENJAMIN BANNEKER ELEMENTARY SCHOOL	27180 POINT LOOKOUT ROAD	LOVEVILLE, MD 20656	1,738
19	Saint Mary's	03005	LEONARDTOWN HIGH SCHOOL	23995 POINT LOOKOUT RD	LEONARDTOWN, MD 20650	1,542
19	Saint Mary's	04001	MARGARET BRENT MIDDLE SCHOOL	29675 POINT LOOKOUT ROAD	HELEN, MD 20635	2,170
19	Saint Mary's	04002	OUR LADY OF THE WAYSIDE CHURCH HALL	37575 CHAPTICO ROAD	CHAPTICO, MD 20621	1,696
19	Saint Mary's	04003	CHOPTICON HIGH SCHOOL	25390 COLTON POINT RD	MORGANZA, MD 20660	2,155
19	Saint Mary's	05001	MECHANICSVILLE FIREHOUSE	28165 HILLS CLUB ROAD	MECHANICSVILLE, MD 20659	2,407
19	Saint Mary's	05002	LETTIE MARSHALL DENT ELEMENTARY SCHOOL	27840 NEW MARKET TURNER ROAD	MECHANICSVILLE, MD 20659	2,363
19	Saint Mary's	05003	GOLDEN BEACH FIREHOUSE	29848 THERESE CIRCLE	MECHANICSVILLE, MD 20659	2,403
19	Saint Mary's	06001	HOLLYWOOD FIREHOUSE BANQUET RM	24801 THREE NOTCH ROAD	HOLLYWOOD, MD 20636	1,777
19	Saint Mary's	06002	OAKVILLE ELEMENTARY SCHOOL	26410 THREE NOTCH ROAD	MECHANICSVILLE, MD 20659	1,873
19	Saint Mary's	06003	HOLLYWOOD ELEMENTARY SCHOOL	44345 JOY CHAPEL RD	HOLLYWOOD, MD 20636	2,038
19	Saint Mary's	06004	HOLLYWOOD FIREHOUSE CONFERENCE RM	24801 THREE NOTCH ROAD	HOLLYWOOD, MD 20636	1,781
19	Saint Mary's	07001	AVENUE FIREHOUSE	21660 COLTONS POINT ROAD	AVENUE, MD 20609	2,202
19	Saint Mary's	08001	GREAT MILLS HIGH SCHOOL	21130 GREAT MILLS ROAD	GREAT MILLS, MD 20634	2,609
19	Saint Mary's	08002	TOWN CREEK ELEMENTARY SCHOOL	45805 DENT DRIVE	LEXINGTON PARK, MD 20653	1,362
19	Saint Mary's	08003	GREENVIEW KNOLLS ELEMENTARY SCHOOL	45711 MILITARY LANE	GREAT MILLS, MD 20634	2,335
19	Saint Mary's	08004	PARK HALL ELEMENTARY SCHOOL	20343 HERMANVILLE ROAD	PARK HALL, MD 20667	3,202
19	Saint Mary's	08005	ST. ANDREWS CHURCH HALL DINING HALL	44078 ST ANDREWS CHURCH ROAD	CALIFORNIA, MD 20619	2,606

19	Saint Mary's	08006	ESPERANZA MIDDLE SCHOOL	22790 MAPLE ROAD	LEXINGTON PARK, MD 20653	1,468
19	Saint Mary's	08007	GREEN HOLLY ELEMENTARY SCHOOL	46060 MILLSTONE LANDING ROAD	LEXINGTON PARK, MD 20653	1,692
19	Saint Mary's	08008	ST. ANDREWS CHURCH MTG ROOM	44078 ST. ANDREWS CHURCH RD.	CALIFORNIA, MD 20619	321
19	Saint Mary's	08009	LEXINGTON PARK ELEMENTARY SCHOOL	46763 S SHANGRI-LA DR	LEXINGTON PARK, MD 20653	2,466
19	Saint Mary's	08010	CALIFORNIA BAY DISTRICT FIREHOUSE	45774 FIRE DEPT LANE	CALIFORNIA, MD 20619	957
19	Saint Mary's	09001	ISLAND IMPROVEMENT ASSO. BUILDING	16262 THOMAS ROAD ST., GEORGE'S ISLAND	PINEY POINT, MD 20674	185
20	Somerset	01001	01-1 GREENWOOD MID SCH	11412 DRYDEN RD	PRINCESS ANNE, MD 21853	816
20	Somerset	01002	01-2 GREENWOOD MID SCH	11412 DRYDEN RD	PRINCESS ANNE, MD 21853	1,556
20	Somerset	01003	01-3 GREENWOOD MID SCH	11412 DRYDEN RD	PRINCESS ANNE, MD 21853	114
20	Somerset	02001	02-1 ST PETERS METH CH HALL	27233 ORIOLE RD	PRINCESS ANNE, MD 21853	320
20	Somerset	03001	03-1 MARION S PEYTON SCH	28573 HUDSON CORNER RD	MARION STATION, MD 21838	998
20	Somerset	04001	04-1 WASHINGTON HIGH SCH	10902 OLD PRINCESS ANNE RD	PRINCESS ANNE, MD 21853	764
20	Somerset	05001	05-1 MT VERNON FIRE DEPT	27740 MOUNT VERNON RD	PRINCESS ANNE, MD 21853	627
20	Somerset	06001	06-1 FAIRMOUNT FIRE CO	27407 FAIRMOUNT RD	UPPER FAIRMOUNT, MD 21867	374
20	Somerset	07001	07-1 CRISFIELD HIGH SCH	210 N SOMERSET AVE	CRISFIELD, MD 21817	1,555
20	Somerset	08001	08-1 CRISFIELD HIGH SCH	210 N SOMERSET AVE	CRISFIELD, MD 21817	1,224
20	Somerset	08002	08-2 CRISFIELD HIGH SCH	210 N SOMERSET AVE	CRISFIELD, MD 21817	383
20	Somerset	09001	09-1 DEAL ISLAND ELEM SCH	23275 LOLA WHEATLEY RD	DEAL ISLAND, MD 21821	266
20	Somerset	10001	10-1 EWELL ELEM SCH	4005 SMITH ISLAND RD	EWELL, MD 21824	153
20	Somerset	10002	10-2 TYLERTON FIRE DEPT	21140 TUFF ST	TYLERTON, MD 21826	52
20	Somerset	11001	11-1 DEAL ISLAND ELEM SCH	23275 LOLA WHEATLEY RD	DEAL ISLAND, MD 21821	117
20	Somerset	12001	12-001 WOODSON ELEM SCH	281 A WOODSON SCHOOL RD	CRISFIELD, MD 21817	556
20	Somerset	13001	13-1 SOMERSET INTERMEDIATE SCH	7970 CRISFIELD HWY	WESTOVER, MD 21871	128
20	Somerset	13002	13-2 SOMERSET INTERMEDIATE SCH	7970 CRISFIELD HWY	WESTOVER, MD 21871	310
20	Somerset	13003	13.3 SOMERSET INTERMEDIATE SCH	7970 CRISFIELD HWY	WESTOVER, MD 21871	178
20	Somerset	14001	14-1 DEAL ISLAND ELEM SCH	23275 LOLA WHEATLEY RD	DEAL ISLAND, MD 21821	366
20	Somerset	15001	15-1 WASHINGTON HIGH SCH	10902 OLD PRINCESS ANNE RD	PRINCESS ANNE, MD 21853	1,352
20	Somerset	15002	15-2 WASHINGTON HIGH SCH	10902 OLD PRINCESS ANNE RD	PRINCESS ANNE, MD 21853	740
21	Talbot	01001	EASTON FIRE HOUSE	315 AURORA PARK DRIVE	EASTON, MD 21601	3,849
21	Talbot	01002	LOUIS G. SMITH ARMORY 1-2	7111 OCEAN GATEWAY	EASTON, MD 21601	4,299
21	Talbot	01003	EASTON FIRE HOUSE 1-3	315 AURORA PARK DR	EASTON, MD 21601	2,191
21	Talbot	01005	TALBOT CO. COMMUNITY CENTER 1-5	10028 OCEAN GATEWAY	EASTON, MD 21601	3,287
21	Talbot	02001	ST. MICHAELS HIGH SCHOOL 2-1	200 SEYMOUR AVENUE	ST MICHAELS, MD 21663	2,275
21	Talbot	02002	BOZMAN CHURCH 2-2	BOZMAN NEAVITT ROAD	BOZMAN, MD 21612	581
21	Talbot	02003	COMMUNITY METHODIST CHURCH 2-3	BELLEVUE RD.	ROYAL OAK, MD 21662	1,087
21	Talbot	03001	TRAPPE FIRE HOUSE 3-1	4001 POWELL AVE.	TRAPPE, MD 21673	2,140
21	Talbot	03003	OXFORD COMMUNITY CENTER 3-3	200 OXFORD RD.	OXFORD, MD 21654	1,070
21	Talbot	04001	CORDOVA FIRE HOUSE 4-1	11864 KITTY'S CORNER RD.	CORDOVA, MD 21625	2,812
21	Talbot	05001	NEW ST JOHNS METHODIST CHURCH 5-1	9123 TILGHMAN ISLAND RD.	WITTMAN, MD 21676	742
21	Talbot	05002	TILGHMAN ELEMENTARY SCHOOL 5-2	21374 FOSTER AVENUE	TILGHMAN, MD 21671	628
22	Washington	01000	SHARPSBURG ELEM. SCHOOL 1-0	17525 SHEPHERDSTOWN PIKE	SHARPSBURG, MD 21782	2,125
22	Washington	02000	WILLIAMSPORT HIGH SCHOOL 2-0	5 SOUTH CLIFTON DRIVE	WILLIAMSPORT, MD 21795	2,767
22	Washington	03001	POTOMAC TOWERS 3-1	11 WEST BALTIMORE STREET	HAGERSTOWN, MD 21740	707
22	Washington	03002	EMMANUEL UNITED METHODIST CHURCH 3-2	802 SUMMIT AVENUE	HAGERSTOWN, MD 21740	1,051
22	Washington	03003	EMMA K. DOUB SCHOOL 3-3	1221 SOUTH POTOMAC STREET	HAGERSTOWN, MD 21740	1,385
22	Washington	03004	GIRLS' INC. 3-4	626 WASHINGTON AVENUE	HAGERSTOWN, MD 21740	1,117
22	Washington	04000	CLEAR SPRING HIGH SCHOOL 4-0	12630 BROADFORDING ROAD	CLEAR SPRING, MD 21722	1,982
22	Washington	05000	HANCOCK MIDDLE SENIOR HIGH SCHOOL 5-0	289 WEST MAIN STREET	HANCOCK, MD 21750	2,217
22	Washington	06001	BOONSBORO HIGH SCHOOL 6-1	10 CAMPUS AVENUE	BOONSBORO, MD 21713	1,873
22	Washington	06002	BOONSBORO MIDDLE SCHOOL 6-2	1 J-H WADE DRIVE	BOONSBORO, MD 21713	2,041
22	Washington	07001	SMITHSBURG ELEM. SCHOOL 7-1	67 NORTH MAIN STREET	SMITHSBURG, MD 21783	2,091
22	Washington	07002	SMITHSBURG MIDDLE SCHOOL 7-2	68 NORTH MAIN STREET	SMITHSBURG, MD 21783	1,672
22	Washington	08000	ROHRERSVILLE RURITAN CLUB 8-0	21023 ROHERSVILLE SCHOOL ROAD	ROHRERSVILLE, MD 21779	1,613
22	Washington	09000	LEITERSBURG VOL. FIRE CO. ACTIVITY CENTER 9-0	21140 LEITERSBURG PIKE	HAGERSTOWN, MD 21742	1,835
22	Washington	10001	E. RUSSELL HICKS MIDDLE SCHOOL 10-1	1321 SOUTH POTOMAC STREET	HAGERSTOWN, MD 21740	2,229
22	Washington	10002	SOUTH HAGERSTOWN HS 10-2	1101 SOUTH POTOMAC STREET	HAGERSTOWN, MD 21740	1,925
22	Washington	10003	EASTERN ELEM. SCHOOL 10-3	1320 YALE DRIVE	HAGERSTOWN, MD 21742	1,461
22	Washington	10004	WASHINGTON CTY. TECHNICAL HIGH SCHOOL 10-4	50 WEST OAK RIDGE DRIVE	HAGERSTOWN, MD 21740	818
22	Washington	11001	PLEASANT VALLEY SCHOOL 11-1	1707 ROHRERSVILLE ROAD	KNOXVILLE, MD 21758	792
22	Washington	11002	POTOMAC VALLEY FIRE HALL 11-2	2202 DARGAN SCHOOL ROAD	SHARPSBURG, MD 21782	403
22	Washington	12000	FAIRPLAY FIRE COMPANY 12-0	18002 TILGHMANTON ROAD	FAIRPLAY, MD 21733	1,771
22	Washington	13001	MAUGANSVILLE SCHOOL 13-1	18023 MAUGANS AVENUE	MAUGANSVILLE, MD 21767	2,393
22	Washington	13002	MAUGANSVILLE RURITAN BLDG 13-2	18007 MAUGANS AVENUE	HAGERSTOWN, MD 21740	1,158
22	Washington	14001	RINGGOLD COMMUNITY HALL 14-1	14247 WINDY HAVEN ROAD	SMITHSBURG, MD 21783	710
22	Washington	14002	CASCADE SCHOOL 14-2	14519 PENNERSVILLE ROAD	CASCADE, MD 21719	819
22	Washington	15000	BIG POOL COMMUNITY HALL 15-0	11411 TEDRICK DRIVE	BIG POOL, MD 21711	1,202
22	Washington	16000	GREENBRIER SCHOOL 16-0	21222 SAN MAR ROAD	BOONSBORO, MD 21713	2,514

22	Washington	17001	WASHINGTON COUNTY LIB. REAR ENT. 17-1	100 SOUTH POTOMAC STREET	HAGERSTOWN, MD 21740	1,272
22	Washington	17002	BESTER ELEMENTARY SCHOOL 17-2	30 EAST MEMORIAL BOULEVARD	HAGERSTOWN, MD 21740	2,418
22	Washington	18001	CHEWSVILLE COMMUNITY CTR 18-1	11735 WHITE HALL ROAD	CHEWSVILLE, MD 21721	1,943
22	Washington	18002	MARANATHA BRETHERN CHURCH 18-2	19835 SCOTT HILL DRIVE	HAGERSTOWN, MD 21742	2,584
22	Washington	18003	HAGERSTOWN COMMUNITY COLLEGE ARCC BUILDING - 18-3	11400 ROBINWOOD DRIVE	HAGERSTOWN, MD 21742	2,337
22	Washington	19000	LITTLE ANTIETAM COMMUNITY CENTER 19-0	40 MOUNT VERNON DRIVE	KEEDYSVILLE, MD 21756	1,542
22	Washington	20000	DOWNSVILLE RURITAN CLUB 20-0	8629 DOWNSVILLE PIKE	WILLIAMSPORT, MD 21795	1,424
22	Washington	21001	POTOMAC HEIGHTS ELEM. SCHOOL 21-1	301 EAST MAGNOLIA AVENUE	HAGERSTOWN, MD 21742	1,546
22	Washington	21002	NORTH HAGERSTOWN HIGH SCHOOL 21-2	1200 PENNSYLVANIA AVENUE	HAGERSTOWN, MD 21742	1,936
22	Washington	21003	NORTHERN MIDDLE SCHOOL 21-3	701 NORTHERN AVENUE	HAGERSTOWN, MD 21742	1,139
22	Washington	22001	TRINITY LUTHERAN CHURCH 22-1	15 RANDOLPH AVE.	HAGERSTOWN, MD 21740	1,934
22	Washington	22002	PANGBORN ELEMENTARY SCHOOL 22-2	195 PANGBORN BOULEVARD	HAGERSTOWN, MD 21740	1,394
22	Washington	23000	CONOCOCHAGUE SCHOOL 23-0	12408 LEARNING LANE	HAGERSTOWN, MD 21740	3,103
22	Washington	24001	HORST FENCING 24-1	16604 NATIONAL PIKE	HAGERSTOWN, MD 21740	510
22	Washington	24002	HORST FENCING 24-2	16604 NATIONAL PIKE	HAGERSTOWN, MD 21740	36
22	Washington	25001	BETHEL GARDENS' COMMUNITY ROOM 25-1	356 HENRY AVENUE	HAGERSTOWN, MD 21740	769
22	Washington	25002	WINTER STREET SCHOOL 25-2	59 WINTER STREET	HAGERSTOWN, MD 21740	1,816
22	Washington	25004	WESTERN HEIGHTS MIDDLE SCHOOL 25-4	1300 MARSHALL STREET	HAGERSTOWN, MD 21740	1,719
22	Washington	26001	ST. JOSEPH CATHOLIC CHURCH PARISH CENTER 26-1	17630 VIRGINIA AVENUE	HAGERSTOWN, MD 21740	2,681
22	Washington	26002	LINCOLNSHIRE SCHOOL 26-2	17545 LINCOLNSHIRE ROAD	HAGERSTOWN, MD 21740	1,827
22	Washington	26003	VALLEY GRACE BRETHERN CHURCH 26-3	17310 GAY STREET	HAGERSTOWN, MD 21740	2,332
22	Washington	27001	FOUNTAINDALE SCHOOL 27-1	901 NORTHERN AVENUE	HAGERSTOWN, MD 21742	2,364
22	Washington	27002	PARAMOUNT ELEM. SCHOOL 27-2	19410 LONGMEADOW ROAD	HAGERSTOWN, MD 21742	2,366
23	Wicomico	01001	MARDELA MIDDLE/HIGH SCHOOL	24940 DELMAR ROAD	MARDELA SPRINGS, MD 21837	415
23	Wicomico	01002	MARDELA MIDDLE/HIGH SCHOOL	24940 DELMAR ROAD	MARDELA SPRINGS, MD 21837	555
23	Wicomico	01003	MARDELA MIDDLE/HIGH SCHOOL	24940 DELMAR ROAD	MARDELA SPRINGS, MD 21837	388
23	Wicomico	01004	MARDELA MIDDLE/HIGH SCHOOL	24940 DELMAR ROAD	MARDELA SPRINGS, MD 21837	119
23	Wicomico	02001	WESTSIDE PRIMARY SCHOOL	6046 QUANTICO ROAD	QUANTICO, MD 21856	1,599
23	Wicomico	04001	PITTSVILLE ELEM/MIDDLE SCHOOL	34404 OLD OCEAN CITY ROAD	PITTSVILLE, MD 21850	1,839
23	Wicomico	05002	WICOMICCO HIGH SCHOOL	201-299 LONG AVENUE	SALISBURY, MD 21804	2,692
23	Wicomico	05003	DELMARVA EVANGELISTIC CHURCH	408 E. GORDY ROAD	SALISBURY, MD 21804	2,387
23	Wicomico	05004	WICOMICCO COUNTY YOUTH & CIVIC CENTER	500 GLEN AVENUE	SALISBURY, MD 21804	2,825
23	Wicomico	05005	BEAVER RUN ELEMENTARY SCHOOL	31481 OLD OCEAN CITY ROAD	SALISBURY, MD 21804	1,280
23	Wicomico	05006	FAITH BAPTIST CHURCH	30505 DAGSBORO RD	SALISBURY, MD 21804	2,174
23	Wicomico	05007	CHRIST UNITED METHODIST CHURCH	211 PHILIP MORRIS DR.	SALISBURY, MD 21804	1,159
23	Wicomico	06001	EAST SIDE VFW MEMORIAL POST	35481 MT. HERMON ROAD	POWELLVILLE, MD 21852	453
23	Wicomico	07001	ALLEN VOLUNTEER FIRE COMPANY	3676 S. UPPER FERRY ROAD	ALLEN, MD 21810	701
23	Wicomico	07002	ALLEN VOLUNTEER FIRE COMPANY	3676 S. UPPER FERRY ROAD	ALLEN, MD 21810	478
23	Wicomico	08001	PARKSIDE HIGH SCHOOL	1015 BEAGLIN PARK DRIVE	SALISBURY, MD 21804	1,496
23	Wicomico	08002	WARD MUSEUM	909 S. SCHUMAKER DRIVE	SALISBURY, MD 21804	814
23	Wicomico	08003	NORTHPOINTE TABERNACLE	29945 DIXON ROAD	SALISBURY, MD 21804	937
23	Wicomico	08004	ALLEN MEMORIAL BAPTIST CHURCH	1303 SNOW HILL RD	SALISBURY, MD 21804	2,591
23	Wicomico	09001	NORTH SALISBURY ELEMENTARY SCHOOL	1213 EMERSON AVE.	SALISBURY, MD 21801	968
23	Wicomico	09002	SALISBURY MIDDLE SCHOOL	607 MORRIS STREET	SALISBURY, MD 21801	2,743
23	Wicomico	09003	PEMBERTON ELEMENTARY SCHOOL	1300 PEMBERTON DRIVE	SALISBURY, MD 21801	1,978
23	Wicomico	09004	NORTH SALISBURY ELEMENTARY SCHOOL	1213 EMERSON AVE.	SALISBURY, MD 21801	166
23	Wicomico	09005	CROSS POINTE CHURCH OF THE NAZARENE	27765 NANTICOKE ROAD	SALISBURY, MD 21801	2,195
23	Wicomico	09006	ST. JAMES AME ZION CHURCH	521 MACK AVENUE	SALISBURY, MD 21801	1,786
23	Wicomico	10001	SHARPTOWN FIREMEN'S MEMORIAL BUILDING	405 JOE MORGAN ROAD	SHARPTOWN, MD 21861	342
23	Wicomico	10002	SHARPTOWN FIREMEN'S MEMORIAL BUILDING	405 JOE MORGAN ROAD	SHARPTOWN, MD 21861	518
23	Wicomico	11001	DELMAR ELEMENTARY SCHOOL	811 SOUTH 2ND STREET	DELMAR, MD 21875	2,376
23	Wicomico	11002	DELMAR ELEMENTARY SCHOOL	811 SOUTH 2ND STREET	DELMAR, MD 21875	425
23	Wicomico	13001	ASBURY UNITED METHODIST CHURCH	1401 CAMDEN AVENUE	SALISBURY, MD 21801	2,357
23	Wicomico	13002	HARVEST BAPTIST CHURCH	119 SOUTH BOULEVARD	SALISBURY, MD 21804	2,459
23	Wicomico	13003	PINEHURST ELEMENTARY SCHOOL	520 S. PINEHURST AVENUE	SALISBURY, MD 21801	1,239
23	Wicomico	14001	WILLARDS ELEMENTARY SCHOOL	36161 RICHLAND ROAD	WILLARDS, MD 21874	1,131
23	Wicomico	15001	WESTSIDE INTERMEDIATE SCHOOL	8000 QUANTICO ROAD	HEBRON, MD 21830	2,023
23	Wicomico	15002	WESTSIDE INTERMEDIATE SCHOOL	8000 QUANTICO ROAD	HEBRON, MD 21830	87
23	Wicomico	16001	FRUITLAND INTERMEDIATE SCHOOL	208 W. MAIN STREET	FRUITLAND, MD 21826	2,496
23	Wicomico	16002	FRUITLAND PRIMARY SCHOOL	301 N. DIVISION STREET	FRUITLAND, MD 21826	1,664
23	Wicomico	17001	ST MARY'S EPISCOPAL CHURCH	21658 NANTICOKE RD.	TYASKIN, MD 21865	1,136
24	Worcester	01001	POCOMOKE MIDDLE SCHOOL	800 EIGHTH STREET	POCOMOKE CITY, MD 21851	2,111
24	Worcester	01002	POCOMOKE ELEMENTARY SCHOOL	2119 POCOMOKE BELTWAY	POCOMOKE CITY, MD 21851	1,568
24	Worcester	01003	FIRST BAPTIST CHURCH	5912 TAYLOR LANDING ROAD	GIRDLETREE, MD 21829	529
24	Worcester	02001	SNOW HILL MIDDLE SCHOOL	5719 COULBOURNE LANE DRIVE	SNOW HILL, MD 21863	1,580
24	Worcester	02002	NEWARK FIRE DEPARTMENT	8338 NEWARK ROAD	NEWARK, MD 21841	575
24	Worcester	02003	STEPHEN DECATUR MIDDLE SCHOOL	9815 SEAHAWK RD	BERLIN, MD 21811	1,774

24	worcester	03001	OCEAN CITY ELEMENTARY SCHOOL	12828 CENTER DRIVE	OCEAN CITY, MD 21842	1,730
24	Worcester	03002	OCEAN CITY LIONS CLUB	12534 AIRPORT ROAD	BERLIN, MD 21811	1,953
24	Worcester	03003	BERLIN INTERMEDIATE SCHOOL	309 FRANKLIN AVENUE	BERLIN, MD 21811	2,174
24	Worcester	04001	STOCKTON FIRE DEPARTMENT	1501 SNOW HILL ROAD	STOCKTON, MD 21864	450
24	Worcester	04002	SNOW HILL ELEMENTARY SCHOOL	5708 COULBOURNE LANE DRIVE	SNOW HILL, MD 21863	2,299
24	Worcester	04003	SHOWELL FIRE DEPARTMENT	11620 WORCESTER HIGHWAY	SHOWELL, MD 21862	1,359
24	Worcester	05001	OCEAN PINES SOUTH FIRE DEPARTMENT	911 OCEAN PARKWAY	OCEAN PINES, MD 21811	3,534
24	Worcester	05002	OCEAN PINES LIBRARY	11107 CATHELL ROAD	BERLIN, MD 21811	2,029
24	Worcester	06001	OCEAN PINES COUNTRY CLUB	100 CLUBHOUSE DRIVE	OCEAN PINES, MD 21811	1,953
24	Worcester	06002	SHOWELL ELEMENTARY SCHOOL	11318 SHOWELL SCHOOL ROAD	BERLIN, MD 21811	1,366
24	Worcester	06003	BISHOPVILLE FIRE DEPARTMENT	10719 BISHOPVILLE ROAD	BISHOPVILLE, MD 21813	1,618
24	Worcester	07001	ROLAND E. POWELL CONVENTION CENTER	4001 COASTAL HIGHWAY	OCEAN CITY, MD 21842	5,389
						<b>3,418,617</b>



S T A T E O F M A R Y L A N D  

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DEPARTMENT OF INFORMATION TECHNOLOGY

**STATE INFORMATION TECHNOLOGY SECURITY  
PROGRAM STANDARD**

**JULY 2008**

**VERSION 1.0**

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## Section 1: Introduction

An effective enterprise-wide information security program provides a strong foundation for understanding and implementing security throughout an agency. This Guide identifies key components that should be considered by an agency when implementing, reviewing, or seeking to improve the value of its information security program. It is encouraged that these components be reviewed for applicability to an agency's business environment and compliance with existing laws and policies, and implemented as appropriate for each agency. Some agencies may not require all components, but where a component is applicable to an agency's program, it should be assessed for adoption and implementation. The key components are:

- POLICY MANAGEMENT
- RISK MANAGEMENT
- SYSTEM CERTIFICATION AND ACCREDITATION
- SYSTEMS DEVELOPMENT LIFE CYCLE
- DISASTER RECOVERY PLANNING
- SECURITY AWARENESS
- COMMUNICATIONS AND OPERATIONS MANAGEMENT
- ACCESS CONTROL
- INFORMATION SECURITY CRITICAL INCIDENT MANAGEMENT
- COMPLIANCE

## Section 2: Policy Management

Information security policy is an essential component of information security governance—without the policy, governance has no substance and rules to enforce. Policy Management refers to the practices and methods used to create and maintain security policies to translate, clarify, and communicate management’s position on high-level security principles. Policy management includes development, deployment, communication, updating, and enforcement of agency security policies.

Agency information security policies should address the fundamentals of agency information security governance structure, including:

- Information security roles and responsibilities.
- Statement of security controls baseline and rules for exceeding the baseline.
- Rules of behavior that agency users are expected to follow and minimum repercussions for noncompliance.

Supporting guidance and procedures on how to effectively implement specific controls across the enterprise should be developed to augment an agency’s security policy. This subsequent guidance on information security, created by the agency, in consideration of external guidance (e.g. NIST Special Publications and FIPS), should be consistent with the information security policy and may not supersede it, unless the policy itself is being modified. Agencies should ensure that their information security policy is sufficiently current to accommodate the information security environment and agency mission and operational requirements. To ensure that information security does not become obsolete, agencies should implement a policy review and revision cycle. As a part of the periodic review and the initial development of the information security policies, agencies should work to ensure that all internal security policies (i.e., physical and personnel) are sufficiently coordinated to ensure effective implementation of crosscutting and convergent security objectives, such as access control initiatives.

### Important Resources

<http://csrc.nist.gov/groups/SMA/fisma/index.html>

Federal Information Security Management Act (FISMA) Implementation Project

## Section 3: Risk Management

Risk Management refers to the process of identifying risk, assessing risk, and taking steps to reduce risk to an acceptable level. A risk management process must be implemented to assess the acceptable risk to agency IT systems as part of a risk-based approach used to determine adequate security for the system. Agencies shall analyze threats and vulnerabilities and select appropriate, cost-effective controls to achieve and maintain a level of acceptable risk. Agencies will define a schedule for on-going risk management review and evaluation based on the system sensitivity and data classification of the system. Refer to NIST Special Publication 800-30, Risk Management Guide for Information Technology for guidance: <http://csrc.nist.gov/publications/nistpubs/>. A risk management program is an essential management function and is critical for any agency to successfully implement and maintain an acceptable level of security.

A successful risk management program is more than a simple checklist of do's and don'ts, and a few policies and procedures. It is a proactive, ongoing program of identifying and assessing risk, and weighing business tradeoffs on acceptable levels of risk against ever changing technologies and solutions.

Risk management is a well understood and fully documented discipline. A risk management discipline, like the National Institute of Standards and Technology (NIST) Risk Model, typically encompasses three processes: assessment, mitigation, and evaluation. It is important to note that effective risk management may also be two dimensional – process-oriented and relevancy-oriented.

Process-oriented risk management addresses whether the person(s) conducting a risk assessment has asked the right questions to assess risks adequately within the agency and he/she has an effective process to ensure conclusions reached in the risk assessment properly translate into a work plan that can be executed to achieve the needed results.

Relevancy-oriented risk management refers to the importance the person(s) conducting the risk assessment places on the risks identified to ensure they are relevant to the agency.

Risk assessment is the first process in risk management. Agencies should use risk assessment to determine the extent of the potential threat and the risk associated with an IT system or an operational function. Depending upon the complexity and criticality of an agency's business, the risk assessment process may encompass up to nine primary steps, which include identification and evaluation of risks and risk impacts, and recommendation of risk-reducing measures. The output of this process helps to identify appropriate controls for reducing or eliminating risk during the risk mitigation process.

Risk mitigation, the second process of risk management, involves prioritizing, evaluating, and implementing the appropriate risk-reducing controls recommended from the risk assessment process. Controls are defined as IT processes and technologies designed to close vulnerabilities, maintain continuity of operation at specified performance levels, and achieve and document compliance with external and internal policy requirements.

The third process of risk management, evaluation, is ongoing and evolving. Evaluation emphasizes the good practice to develop an effective risk management program within the agency's information

security program. Not only should the risk management program engage changes to existing systems, but should also integrate into the agency's operational functions, as well as the System Development Life Cycle (SDLC) for new systems and applications.

**Important Resources**

<http://csrc.nist.gov/publications/PubsSPs.html>

NIST Special Publication 800-100 Information Security Handbook: A Guide for Managers

## Section 4: System Certification and Accreditation

Security *accreditation* is the official management decision given by a senior agency official to authorize operation of an information system and to explicitly accept the risk to agency operations, agency assets, or individuals based on the implementation of an agreed-upon set of security controls. The senior agency official should have the authority to oversee the budget and business operations of the information system. Security accreditation provides a form of quality control and challenges managers and technical staffs at all levels to implement the most effective security controls possible in an information system, given mission requirements, technical constraints, operational constraints, and cost/schedule constraints. By accrediting an information system, an agency official accepts responsibility for the security of the system and is fully accountable for any adverse impacts to the agency if a breach of security occurs. Thus, responsibility and accountability are core principles that characterize security accreditation.

The assessment of risk and the development of system security plans are two important activities in an agency's information security program that directly support security accreditation. Risk assessments influence the development of the security controls for information systems and generate much of the information needed for the associated system security plans. Risk assessments can be accomplished in a variety of ways depending on the specific needs of the agency. Some agencies may choose to assess risk informally. Other agencies may choose to employ a more formal and structured approach. In either case, the assessment of risk is a process that should be incorporated into the system development life cycle. At a minimum, documentation should be produced that describes the process employed and the results obtained. System security plans provide an overview of the information security requirements and describe the security controls in place or planned for meeting those requirements. System security plans can include as references or attachments, other important security-related documents (e.g., risk assessments, contingency plans, incident response plans, security awareness and training plans, information system rules of behavior, configuration management plans, security configuration checklists, privacy impact assessments, system interconnection agreements) produced as part of an agency's information security program.

In addition to risk assessments and system security plans, security assessments play an important role in security accreditation. It is essential that agency officials have the most complete, accurate and trustworthy information possible on the security status of their information systems in order to make timely, credible, risk-based decisions on whether to authorize operation of those systems. The information and supporting evidence needed for security accreditation is developed during a detailed security review of an information system, typically referred to as security certification. Security *certification* is a comprehensive assessment of the management, operational, and technical security controls in an information system, made in support of security accreditation, to determine the extent to which the controls are implemented correctly, operating as intended, and producing the desired outcome with respect to meeting the security requirements for the system. The results of a security certification are used to reassess the risks and update the system security plan, thus providing the factual basis for an authorizing official to render a security accreditation decision.

By accrediting an information system, an agency official accepts the risks associated with operating the system and the associated implications on agency operations, agency assets, or individuals. Completing a security accreditation ensures that an information system will be operated with appropriate management review, that there is ongoing monitoring of security controls, and that

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reaccreditation occurs periodically in accordance with federal or agency policy and whenever there is a significant change to the system or its operational environment.

**Important Resources;**

[http://doit.maryland.gov/support/Documents/security\\_guidelines/it\\_security\\_ca\\_overview.pdf](http://doit.maryland.gov/support/Documents/security_guidelines/it_security_ca_overview.pdf)

Introduction to the State of Maryland IT Security Certification and Accreditation Guidelines;

[http://doit.maryland.gov/support/Documents/security\\_guidelines/it\\_security\\_ca\\_guidelines.pdf](http://doit.maryland.gov/support/Documents/security_guidelines/it_security_ca_guidelines.pdf)

State of Maryland IT Security Certification and Accreditation Guidelines;

## Section 5: Systems Development Life Cycle

Agencies should ensure that security is an integral part of information systems, which include operating systems, infrastructure, applications and off-the-shelf products, services, and user-developed applications. Security requirements should be identified and agreed upon prior to the development and/or implementation of information systems and documented as part of the overall business case. The requirements must also ensure compliance with any applicable laws, regulations, statutes, or state policies (e.g., HIPAA, PCI Standards, etc.). Security should be considered and designed in from the beginning and during the entire system development lifecycle.

### Best Practices

- Implement requirements for ensuring authenticity and protecting message integrity in applications.
- Implement the use of encryption (cryptographic) measures to protect confidential or sensitive information and protect encryption keys from modification, loss and destruction.
- Implement input and output data validation checks to ensure data is correct and appropriate.
- Implement processes to control the installation of software on operating systems.
- Implement procedures to select, protect, and control test data. Do not use test data in a production environment or use production data in a test environment without careful consideration.
- Limit access to program source code and place source code in a secure environment.
- Implement change control procedures to minimize the corruption of information systems.
- Limit modifications to vendor-supplied software packages.
- When outsourcing software development, consider contractual language for licensing arrangements, code ownership, quality and security functionality, testing to detect malicious code, and escrow arrangements in the event of third party failure.

### Important Resources

<https://buildsecurityin.us-cert.gov/daisy/bsi/home.html>

U. S. Department of Homeland Security – Build Security In Home

<http://csrc.nist.gov/publications/PubsSPs.html>

NIST SP 800-55 Security Metrics Guide for Information Technology Systems

NIST SP 800-44 Guidelines for Securing Public Web Servers

## Section 6: Disaster Recovery Planning

Agencies shall develop, implement, and test an IT Disaster Recovery plan for each critical system to ensure that contingency procedures will be available in the event of a disaster resulting in the loss of services from the primary production system. Creation, maintenance, and annual testing of a plan will minimize the impact of recovery and loss of information assets caused by events ranging from a single disruption of business to a disaster. Planning and testing provides a foundation for a systematic and orderly resumption of all computing services within an agency when disaster strikes.

### Important Resources

<http://doit.maryland.gov/support/Pages/SecurityDisasterRecovery.aspx>

## Section 7: Security Awareness

A key component to assure that users understand their role and responsibility for information security is through an ongoing awareness program. An effective program ensures employees and contractors know about information security and privacy relative to their job responsibilities. A good awareness program promotes the agency's existing policies, standards, and practices.

A successful security awareness program should target various groups (such as employees and contractors, IT staff, or managers and supervisors) with information pertinent to their respective roles. Most users would be interested in awareness material addressing Internet use, email, and handling confidential information. Technical support personnel would be more focused on access control, anti-virus, and patch management administration. The executives would be more interested in the benefits of enabling business through information security, risk management, and business continuity.

Agencies shall develop and implement a security awareness program.

### Best Practices

- Promote security awareness using techniques such as: posters, email messages, formal instruction, web-based instruction, videos, newsletters, and security awareness days.
- Ensure all users sign confidential and acceptable use statements.
- Train all users to quickly identify threats, and how to respond to security incidents.
- Inform all users about agency policies and procedures.
- Regularly review and update training content to reflect changes to the agency's environment.

### Important Resources

<http://doit.maryland.gov/support/Pages/SecurityAwareness.aspx>

## Section 8: Communications and Operations Management

System communications protection refers to the key elements used to assure data and systems are available, and exhibit the confidentiality and integrity expected by owners and users to conduct their business. The appropriate level of security applied to the information and systems is based on the classification and criticality of the information and the business processes that use it.

The key elements of system and communications protection are backup protection, denial of service protection, boundary protection, use of validated cryptography (encryption), public access protection, and protection from malicious code. Although the elements are described in terms of the technologies needed and/or used for system and communication protection it is really the processes that administer and monitor the technologies that assure the required level of security.

Operations management refers to implementing appropriate controls and protections on hardware, software, and resources; maintaining appropriate auditing and monitoring; and evaluating system threats and vulnerabilities. As always, it is a balance of these types of controls against business requirements, cost, efficiency, and effectiveness.

Operations management covers information technology assets throughout their lifecycle. Thus, it is greater than the cost of just purchasing assets, and includes all ongoing maintenance, security, monitoring and problem resolution. The overall goal of operations management is to lower the total cost of ownership of all organizational devices, from enterprise servers to mobile devices attached to the network, while keeping the environment secure.

Proper operations management safeguards all of the organization's computing resources from loss or compromise, including main storage, storage media (e.g., tape, disk, and optical devices), communications software and hardware, processing equipment, standalone computers, and printers. The method of protection used should not make working within the agency's computing environment an onerous task, nor should it be so flexible that it cannot adequately control excesses. Ideally, it should obtain a balance between these extremes, as dictated by the agency's specific business needs.

This balance depends, at least in part, on two items. One is the value of the data, which may be stated in terms of intrinsic value or monetary value. Intrinsic value is determined by the information's criticality and sensitivity — for example, health- and personal-related information may have a high intrinsic value. The monetary value is the potential financial or physical losses that would occur should the information be breached or violated. The second item is the ongoing business need for the information, which is particularly relevant when continuous availability (i.e., round-the-clock processing) is required.

### Best Practices

- Implement cryptographic solutions (encryption) when the confidentiality or sensitivity of information must be maintained while a message is in transit between computing devices and when confidential or sensitive information is stored in a file or database.

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- Deploy and routinely update appropriate anti-virus, anti-spyware and file extension blocking solutions at the gateway entry points and on the desktop and server systems to prevent these systems from being compromised.
- Ensure a firewall or other boundary protection mechanism is in place and has the ability to evaluate (1) source and destination network addresses, and (2) determine the validity of the service requested.
- Deploy appropriate Intrusion Detection System and Intrusion Prevention System (IDS/IPS) solutions at the correct network location(s) and monitor to detect when the agency is under attack so an effective detection and defense strategy can be deployed.
- Implement an appropriate change management process to ensure changes to systems are controlled.
- Provide for separation of duties by assigning tasks to different personnel, preventing one person from having total control of the security measures.
- Establish procedures to implement an agreed backup policy and strategy, including the extent (e.g., full or differential/incremental), frequency, offsite storage, testing, physical and environmental protection, restoration, and encryption.
- Secure certain internal data and systems (Accounting and Human Resources, for instance) from other data and systems on the networks.
- Do not place confidential or sensitive data on any application servers, database servers, or infrastructure components that require direct access from the Internet. Components that meet these criteria must be placed behind a de-militarized zone (DMZ) where they are not accessible from the Internet and can only interact with DMZ components through a firewall.
- Establish appropriate procedures to protect documents, computer media, information/data, and system documentation from unauthorized disclosure, modification, removal, and destruction, including suitable measures to properly dispose of media when it is no longer needed.
- Establish procedures and standards to protect information and physical media containing information in transit, including using facsimile machines, exchange agreements between the agency and external parties, transportation of physical media, and monitoring (e.g., audit logging, monitoring system use.)
- Implement appropriate levels of security monitoring including intrusion detection, penetration testing, and violation analysis.
- Perform reviews of audit trails on a regular basis to alert an agency to inappropriate practices.
- Ensure preventive or detection controls are in place to decrease or identify the threat of unintentional errors or unauthorized users accessing the system and modifying data.
- Implement appropriate retention policies as dictated by the agency's policies, standards, legal and business rules.
- Implement appropriate documentation such as security policies and procedures, business contingency plans, disaster recovery plans, and incident response plans, including a plan for cyber attacks, such as a denial of service attack.

### Important Resources

<http://csrc.nist.gov/publications/PubsSPs.html>

NIST SP 800-12 An Introduction to Computer Security: The NIST Handbook

NIST SP 800-41 Guidelines on Firewalls and Firewall Policy

NIST SP 800-45 Guidelines for Electronic Mail Security

NIST SP 800-83 Guide to Malware Incident Prevention and Handling



## Section 9: Access Control

Access control ensures that system resources are only available to users who are entitled to them. The objective is to prevent unauthorized disclosure of the agency's information assets. Key components include identification, authentication, and authorization. These components apply to people, process, and technology devices.

Identification is the process for establishing who someone or what something claims to be. The identity may be a person, a program, a computer or data.

Authentication is the process of confirming the accuracy of the claimed identity. Typical authentication methods include passwords, fixed IP addresses, security tokens, smart cards, biometrics, and secret information known only to the person.

Authorization describes the process of granting privileges based on an authenticated identity. Examples of the authorization process include signed access control forms for new employees, signed contracts between entities granting information rights, or assignment to a specific group or role. The access rights to the information are then programmed or entered into the security system via an access list, directory entry, or view tables, for example, so the authorization rules can be enforced.

### Best Practices

- Establish formal procedures for the owners, or owner designee, of the data to authorize access to information systems and services that use their data.
- Audit access level rights at regular intervals.
- Monitor and audit system access and use.
- Ensure the security system can identify and verify the identification and, if necessary, the location of each authorized user.
- Apply access method of "least privilege" where access to, or the flow of information, is only granted to the extent necessary to get the job done.
- Authenticate individuals and technology components consistent with acceptable risk levels determined by the information owners.
- Use logon banners to display a general security notice and acceptance of use conditions.
- Remove access upon employee termination or when the need no longer exists.
- Establish password standards such as minimum length requirements with a combination of characters and numbers, and appropriate periodic password aging.
- Restrict connection time to appropriate business hours.
- Initiate automatic logout or protected screen savers by the system after a specific period of inactivity.

## Section 10: Information Security Critical Incident Management

Information Security Critical Incident Management refers to the processes and procedures agencies implement for identifying, responding to, and managing information security incidents. A critical incident is one that can shut down business, disrupt operations, cause physical damage; or that can threaten the agency's financial or public image. Examples of critical incidents could include activity such as:

- Unwanted disruption or denial of service
- The unauthorized use of a system for the processing or storage of data
- Changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or consent

Development, documentation, and implementation of an information security incident response plan provide the framework for an agency to proactively manage incidents when they occur. Agencies shall be required to detect, track, log and report critical security incidents. The speed with which an agency can recognize, analyze, and respond to an incident will limit the damage and lower the cost of recovery. The term damage means "impairment to the integrity or availability of data, a program, a system or information". Agencies should report critical incidents to the DoIT Service Desk (410) 260-7778 or [ServiceDesk@doIT.state.md.us](mailto:ServiceDesk@doIT.state.md.us) Appendix A contains the Computer Security Critical Incident Handling Form.

## Section 11: Compliance

The head of each agency is responsible for compliance with and enforcement of this policy. Agency Chiefs of Information Officers, or the agency's delegated Information Technology professional, shall develop and implement an Agency IT Security Program to implement this policy and these standards. Where the agency's IT Security Program is unable to comply with this policy, a timetable to resolve the discrepancies and controls for compliance shall be included. The controls shall include but are not limited to:

- Maintaining the confidentiality, integrity, availability, and accountability of all State information technology applications and services;
- Protecting information according to its sensitivity, criticality and value, regardless of the media on which it is stored or automated systems that process it, or the methods by which it is distributed;
- Ensuring that risks to information security are identified and controls implemented to mitigate these risks;
- Implementing processes to ensure that all security services meet the minimum requirements set forth in this policy and the attached standards;
- Ensuring that all employees and contractors understand and comply with this Policy, as well as all applicable laws and regulations
- Implementing physical security controls to prevent unauthorized and/or illegal access, misuse, destruction or theft of the State's IT assets

# Appendix A: Computer Security Critical Incident Handling Form

Critical Incident Identification

Date \_\_\_\_\_

**Incident Detector's Information:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Date and Time Detected: \_\_\_\_\_

**Type of Incident Detected:**

Denial of Service

Unauthorized Use

Unauthorized Access

Malicious Code

Probe

Other \_\_\_\_\_

How was the incident discovered?

\_\_\_\_\_  
\_\_\_\_\_

Additional Information:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Detector's Signature: \_\_\_\_\_

## Appendix B: Plan Development Assistance

We would like to recognize and thank the State of California IT Security Services Team. With their permission, we used many concepts and ideas that were developed and implemented by their staff.



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

**Instructions for Oral Presentations – SBE-2010-02  
Somewhere County, MD**

The following information is being provided to all Offerors to allow them to prepare full and complete proposals in response to the solicitation. Offerors should be prepared to follow the plan and schedule. Exact dates will be provided after proposals have been submitted.

**Instructions – Precinct Count Optical Scan.**

Election Setup: All Offerors must setup two “fully functional” precincts, with one voting unit in each precinct, and one early voting center. For oral presentation purposes a single unit with interchangeable election storage media is permitted. The voting unit(s) must be equipped with the appropriate ballot receptacle that is to be used in a polling place (e.g. ballot bin).

One precinct shall be prepared for a Primary election, and the other for a General election – see the follow pages for the required ballot content. Offerors shall pre print 250 Ballots and one complete test deck for each precinct and election. The same ballots can be used for the early vote center. For the primary election, there should be 100 Democratic Party Ballots, 100 Republican Party Ballots and 50 Non-Partisan Ballots.

Prior to the presentation, the Offerors shall set up the Primary and General Elections including the names of the candidates on their Election Management System (EMS). The EMS system may be running on a laptop or desktop computer, but the offeror must supply detailed configuration information, including hardware and any third party software, of the proposed EMS system.

The Procurement Officer will notify Offerors of the required specific setup and take down schedule.

**Instructions – Central Count Optical Scan.**

Election Setup: All Offerors must setup a “fully functional” absentee and provisional ballot system, for an entire county for both a Primary and General Election. For oral presentation purposes a single unit with interchangeable election storage media is permitted. If applicable, the optical scanner must be equipped with the appropriate ballot receptacle.

All Offerors shall pre-print 500 absentee ballots (For the Primary there should be 200 Democratic Party, 200 Republican Party and 100 Non Partisan Ballots), for each election, across the ballot styles defined on the following pages. In addition, each offeror shall print one complete test deck for each election, and supply any other material needed. The Procurement Officer will notify Offerors of the required specific setup and take down schedule

Prior to the presentation, the Offerors shall set up the Primary and General Elections including the names of the candidates on their Election Management System (EMS). The EMS system may be running on a laptop or desktop computer, but the offeror must supply detailed configuration information, including hardware and any third party software, of the proposed EMS system.



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

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Note: In both cases above, the ballots should not be precinct specific; there should be no precinct identification on the ballot. Maryland law does not permit the counting of Absentee and Provisional ballots by precinct, those ballots must be counted cumulatively.

### **Oral Presentation Requirements**

All Offerors will be required show the following at the Oral Presentation:

- Load Elections into Election Management System, describing the necessary steps to input districts, precincts, candidates, questions and all other necessary election data.
- Show loading of election data onto voting units.
- Performance of pre-election logic and accuracy tests
- Opening the polls
- Casting votes, including overvotes, undervotes blank votes and write in votes.
- Demonstrate system accommodations for voters with disabilities.
- Close the polls
- Print results reports and audit reports from voting units.
- Transfer results to the election management system.
- Print results reports and audit reports from election management system, demonstrating results formats, including web compatible formats.
- Demonstrate early voting capability.
- Demonstrate Absentee and Provisional voting capability (using central count scanner).



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

### Somewhere County, Maryland

Somewhere County contains Congressional Districts (CD) 3 and 5, House of Delegate Districts or Sub-Districts (HD) 1A, 1B, 7, and 9, County Commissioners (CC) Districts A and B and Board of Education (BE) District 4. The county is divided into 6 precincts.

The breakdown of districts by precinct is as follows:

- Precinct 1: CD 3, HD 1A, CC A & B
- Precinct 2: CD 3, HD 1B, CC A & B, BE 4
- Precinct 3: CD 3, HD 7, CC A & B, BE 4
- Precinct 4: CD 5, HD 1A, CC A & B
- Precinct 5: CD 5, HD 1B, CC A & B
- Precinct 6: CD 5, HD 9, CC A & B

In addition to the six precincts, there is one early voting center where voters from any precinct may cast their ballot.

For the Primary Election, candidate names shall appear in alphabetic order, by last name, under each office title. For the General Election, candidate names shall appear in the order shown. Ballots must be arranged in compliance with Sections 9-206 - 9-215 of the Election Law article of the Annotated Code of Maryland.

House of Delegates District 1 is split into 2 sub-districts (1A, 1B). Sub-district 1A elects 1 representative, sub-district 1B elects 2 representatives.

House of Delegates District 7 elects 3 representatives at-large. They are listed on the ballot in a single race (i.e. Vote for 3) but multiple voting for the same candidate is not allowed.

House of Delegates District 9 elects representatives by county of residence. Not more than 1 representative can be elected from any 1 county. 5 counties make up District 9 (Cecil, Kent, Queen Anne's, Caroline and Talbot). The county of residence for each candidate must be listed on the ballot.

There are 2 County Commissioners Districts (A and B). All voters in the county may vote for the 2 Commissioner Districts. Each County Commissioner District elects 1 representative.

Board of Education District 4 appears in only Precincts 2 and 3. While the 'vote for' in the primaries reflect a vote for 2, 4 candidates will move on to the general election because it is a non-partisan election.

Referendums may be held in a single precinct, any combination of precincts or in the county at-large.

The county holds both primary and general elections. The primary is a closed primary (i.e. a voter is only allowed to view the ballot for the primary in which they are voting.) Party affiliation is indicated on the ballot in the general election. Board of Education candidates are non-partisan and appear on Democratic, Republican and Non-Partisan primary ballots. Write-ins are allowed only in the general election, the number of write-ins permitted is equal to the 'Vote for' number.



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**Somewhere County, Maryland  
Maryland Oral Presentation**

**Districts and Precincts**

		<b>HD-1B</b>	<b>HD-7</b>	
<b>CD-3</b>	<b>HD-1A</b>	<b>BE-4</b>	<b>BE-4</b>	
	<b>CC A &amp; B</b>	<b>CC A &amp; B</b>	<b>CC A &amp; B</b>	
	<b>PRECINCT 1</b>	<b>PRECINCT 2</b>	<b>PRECINCT 3</b>	

<b>CD-5</b>	<b>HD-1A</b>	<b>HD-1B</b>	<b>HD-9</b>
	<b>CC A &amp; B</b>	<b>CC A &amp; B</b>	<b>CC A &amp; B</b>
	<b>PRECINCT 4</b>	<b>PRECINCT 5</b>	<b>PRECINCT 6</b>



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

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**Somewhere County, Maryland  
Maryland Oral Presentation**

**Elected Offices**

In the Maryland Oral Presentation election in Somewhere County, the following races and ballots questions are included.

- PRESIDENT OF THE UNITED STATES (Primary Election office title)
- PRESIDENT AND VICE PRESIDENT OF THE UNITED STATES (General Election office title)
- REPRESENTATIVE IN CONGRESS, DISTRICT 3
- REPRESENTATIVE IN CONGRESS, DISTRICT 5
- HOUSE OF DELEGATES, SUB-DISTRICT 1A
- HOUSE OF DELEGATES, SUB-DISTRICT 1B
- HOUSE OF DELEGATES, DISTRICT 7
- HOUSE OF DELEGATES, DISTRICT 9
- COUNTY COMMISSIONERS, DISTRICT A
- COUNTY COMMISSIONERS, DISTRICT B
- BOARD OF EDUCATION, DISTRICT 4
- BALLOT QUESTIONS 1, 2 AND 3 (General Election only)



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

**Somewhere County, Maryland  
Maryland Oral Presentation**

The following candidates and issues are included in the General Election for the Maryland Oral Presentation.

**PRESIDENT AND VICE PRESIDENT OF THE UNITED STATES - VOTE FOR ONE**

Kim A. Adams (Missouri) And Gregory Jackson (Mississippi)	DEMOCRATIC  DEMOCRATIC
Richard S. Black (Tennessee) And Robert Allen Vennik (Arkansas)	REPUBLICAN  REPUBLICAN
Tom Doolin, Jr. (Indiana) And Roger Meyers (West Virginia)	GREEN  GREEN
Samuel Adams (California) And Donna V. Vogel (South Carolina)	LIBERTARIAN  LIBERTARIAN
Christopher Jeffery (Indiana) And Harvey P. Petty (Florida)	CONSTITUTION  CONSTITUTION

**REPRESENTATIVE IN CONGRESS, DISTRICT 3 VOTE FOR ONE**

Ronald Hall	DEMOCRATIC
Ron Holley	REPUBLICAN
Paul Luther	LIBERTARIAN
Brenda Luke-Johansson	UNAFFILATED

**REPRESENTATIVE IN CONGRESS, DISTRICT 5 VOTE FOR ONE**

Ben McDonald	DEMOCRATIC
Carol M. Parton	REPUBLICAN
Iona Sheffy Peekman	GREEN
Joseph "Joe" Merck	LIBERTARIAN



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### HOUSE OF DELEGATES, DISTRICT 1A - VOTE FOR ONE

Anthony Donnelly	DEMOCRATIC
Steven Roberts	REPUBLICAN

### HOUSE OF DELEGATES, DISTRICT 1B - VOTE FOR TWO

Kevin O'Kelly	DEMOCRATIC
Kelly Mahoney	DEMOCRATIC
Richard DiSirena	REPUBLICAN
Samuel del Marco	REPUBLICAN

### HOUSE OF DELEGATES, DISTRICT 7 - VOTE FOR THREE

Mary-Dulaney Baldwin	DEMOCRATIC
MaryAnne Michelle Sophocleus	DEMOCRATIC
William Jonathan Valderama, Sr.	DEMOCRATIC
Donna Ebert	REPUBLICAN
Rick Ford	REPUBLICAN
Robert R. Sullivan	REPUBLICAN
Donald H. Brown	GREEN
Jody S. Clark	UNAFFILIATED

### HOUSE OF DELEGATES, DISTRICT 9 - VOTE FOR THREE - NOT MORE THAN ONE FROM ANY ONE COUNTY

Malcom MacDonald (Caroline County)	DEMOCRATIC
Robert A. McKee (Cecil County)	DEMOCRATIC
Kenneth Krantz (Kent County)	REPUBLICAN
Neil Drew (Queen Anne's County)	REPUBLICAN
Gary Armbruster (Talbot County)	DEMOCRATIC
Emily P. Munster (Talbot County)	REPUBLICAN

### COUNTY COMMISSIONERS, DISTRICT A - VOTE FOR ONE

Charles X. Maxey	DEMOCRATIC
Peter Wood	REPUBLICAN
Rushton Frush	UNAFFILIATED

### COUNTY COMMISSIONERS, DISTRICT B - VOTE FOR ONE

Leon G. Lowenstein	DEMOCRATIC
Milton C. Curtis	REPUBLICAN

### BOARD OF EDUCATION, DISTRICT 4 - VOTE FOR FOUR

George Bardfield	(Unopposed)
Todd Bell	(Unopposed)
Chris Townsend	(Unopposed)
Shirley Ashworth Vine	(Unopposed)



Maryland State Board of Elections  
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**BALLOT QUESTION NO. 1 - County Wide**

Question No. 1  
Constitutional Amendment  
Election and Terms of Office for the Board of County Commissioners

Excepts the Board of County Commissioners from the constitutional requirements that all State and county elections be held only in every fourth year on a particular date and that all State and county officers hold four-year terms, in order to allow staggered terms with elections held every second year.

For the Constitutional Amendment

Against the Constitutional Amendment

**BALLOT QUESTION NO 2 - County Wide**

Question No. 2  
Countywide Referendum  
Neighborhood Renewal Authority

Expressly authorizes the County to acquire and develop or dispose of property within certain described areas (Essex Middle River Waterfront areas, the Yorkway area in Dundalk, and the Liberty Road area) for declared public neighborhood renewal purposes by amending a public local law; designates specific properties eligible for acquisition by eminent domain following the adoption of an implementation plan; requires the County to pay the owner just compensation for property acquired by eminent domain and to offer financial assistance and payments to displaced property owners or tenants; authorizes the County to sell properties acquired by eminent domain only if investment in the property equals or exceeds the purchase price paid by the County; and terminates the granted eminent domain powers on July 1, 2012.

For the Referendum

Against the Referendum

**BALLOT QUESTION NO. 3 - Precincts 1 and 6 only**

Question No. 3  
Straw Poll  
Method of Selecting Board of Education Members

Do you favor changing the method of selection of the members of the County Board Of Education from District 1 from appointment by the Governor to election by the voters of District 1?

For the Straw Poll

Against the Straw Poll



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

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**Somewhere County, Maryland  
Maryland Oral Presentation  
Democratic Primary**

The following candidates and issues are included in the Democratic Primary Election for the Maryland Oral Presentation.

**PRESIDENT OF THE UNITED STATES - VOTE FOR ONE**

Colin Snead (District of Columbia)  
Jewel Sexton-MacDougal (Texas)  
Eugene William White, Jr. (Nevada)  
Kim A. Adams (Missouri)  
David Van Day, Jr. (Maryland)

**HOUSE OF REPRESENTATIVES, DISTRICT 3 -VOTE FOR ONE**

Robert Hunter  
Wyatt McShells  
Ronald Hall  
Donald Hall

**HOUSE OF REPRESENTATIVES, DISTRICT 5 -VOTE FOR ONE**

Lane Martin-Jackson  
Michael "Mick" Jagger  
Hodge Martin  
Ben McDonald

**HOUSE OF DELEGATES, SUB-DISTRICT 1A - VOTE FOR ONE**

Anthony Donnelly  
Sheila Oliver

**HOUSE OF DELEGATES, DISTRICT 1B - VOTE FOR TWO**

Kevin Kelly  
Kevin O'Kelly  
Kelly Mahoney

**HOUSE OF DELEGATES, DISTRICT 7 - VOTE FOR THREE**

William Johnathan Valderama, Sr.  
Sabrina Wentworth  
Mary-Dulany Baldwin  
MaryAnne Michelle Sophocleus



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**HOUSE OF DELEGATES, DISTRICT 9 - VOTE FOR THREE – NO MORE THAN ONE FROM ANY ONE COUNTY**

Robert A. McKee (Cecil County) (Unopposed)  
Malcolm MacDonald (Caroline County)  
Sarah Mack (Caroline County)  
Gary Armbruster (Talbot County) (Unopposed)

**COUNTY COMMISSIONERS, DISTRICT A - VOTE FOR ONE**

Charles X. Maxey  
Susie M. Cronos  
Michael M. Mason, Jr.  
James J. Mantas

**COUNTY COMMISSIONERS, DISTRICT B - VOTE FOR ONE**

Gail Smith-Lord  
Todd David Writtle  
Sharon Danbury  
Leon G. Lowenstein

**BOARD OF EDUCATION, DISTRICT 4 - VOTE FOR TWO**

George Bardfield  
Todd Bell  
Chris Townsend  
Shirley Ashworth Vine



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**Somewhere County, Maryland  
Maryland Oral Presentation  
Republican Primary**

The following candidates and issues are included in the Republican Primary Election for the Maryland Oral Presentation.

**PRESIDENT OF THE UNITED STATES - VOTE FOR ONE**

Franklin Bogers (Alaska)  
Donald S. Sanders (Pennsylvania)  
Kent Sager Blackwell (Texas)  
Richard S. Black (Tennessee)

**REPRESENTATIVE IN CONGRESS, DISTRICT 3 - VOTE FOR ONE**

Franklin P. Smith  
Joan Sims  
Jewel Samantha Sears  
Ron Holley

**REPRESENTATIVE IN CONGRESS, DISTRICT 5 -VOTE FOR ONE**

Dennis T. Foster  
Warren W. George  
Wayne Watson George  
Carol M. Parton

**HOUSE OF DELEGATES, DISTRICT 1A - VOTE FOR ONE**

Steven Roberts  
Stephen Robertson

**HOUSE OF DELEGATES, DISTRICT 1B - VOTE FOR TWO**

Richard DiSirena (Unopposed)  
Samuel del Marco (Unopposed)

**HOUSE OF DELEGATES, DISTRICT 7 - VOTE FOR THREE**

Rick Ford (Unopposed)  
Robert S. Sullivan (Unopposed)  
Donna Ebert (Unopposed)



Maryland State Board of Elections  
Optical Scan Voting System Oral Presentation

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**HOUSE OF DELEGATES, DISTRICT 9 - VOTE FOR THREE – NOT MORE THAN ONE FROM ANY ONE COUNTY**

Neil Drew (Queen Anne's County)  
Peter Vaughan (Queen Anne's County)  
Sarah Jennings (Cecil County)  
David Eidson (Kent County)  
Kenneth Krantz (Kent County)  
Emily P. Munster (Talbot County)

**COUNTY COMMISSIONER, DISTRICT A - VOTE FOR ONE**

Peter Wood  
Timothy P. Agusta  
Sherri Proctor  
Bob Segar

**COUNTY COMMISSIONER, DISTRICT B - VOTE FOR ONE**

Ruthie Goldenstein  
Janie van Holster  
Madison T. Carter  
M. Milton Carter-Jackson

**BOARD OF EDUCATION, DISTRICT 4 - VOTE FOR TWO**

George Bardfield  
Todd Bell  
Chris Townsend  
Shirley Ashworth Vine



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**Somewhere County, Maryland  
Maryland Oral Presentation  
Non-Partisan Primary**

The following candidates and issues are included in the Non-partisan Primary Election for the Maryland Oral Presentation.

**BOARD OF EDUCATION, DISTRICT 4 - VOTE FOR TWO**

George Bardfield  
Todd Bell  
Chris Townsend  
Shirley Ashworth Vine