

Office of Superintendent of Schools
Board Meeting of December 8, 1999

November 23, 1999

Personnel Management and Services
Nelson E. Diaz, Deputy Superintendent

**SUBJECT: APPOINT AND ASSIGN:
PROJECT MANAGER, TELECOMMUNICATIONS**

The following recommendation is made in accordance with the Miami-Dade County Public Schools/Dade County Schools Administrators' Association labor contract.

The Project Manager for Telecommunications will be responsible for administrative and technical planning installing and implementing voice and data communication services for new facilities and additions to existing facilities. The Project Manager, reviews construction documents for new projects and ensures that telecommunications voice/data requirements are met; maintains contact with the telephone utility and equipment vendors and issues orders for service and equipment related to construction; coordinates activities of equipment vendor technicians and telephone utility technicians with construction contractors, to ensure that both voice and data communications are fully functional when facilities are occupied.

This recommendation is the direct result of the Board-approved advertisement and selection process.

This item will be made available prior to the Board meeting of December 8, 1999.