

Office of Superintendent of Schools  
Board Meeting of June 20, 2001

June 5, 2001

Personnel Management and Services  
Nelson E. Diaz, Deputy Superintendent

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

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

The Senior Project Manager is responsible for administrative and technical planning, installing, and implementing voice and data communication services for new facilities and additions to existing facilities; reviews construction documents for new projects and ensures the 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; negotiates with telephone utility regarding entrance cable and additional services and installations for new construction; oversees the processing of the M-DCPS E-Rate process, and the OIT inventory and warehouse functions for data and telephone equipment.

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

Details of this Board Agenda Item will be made available prior to the Board meeting of June 20, 2001.

NED/mu

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