

Job Title: MAINTENANCE PROJECT MANAGER (FDOT) (FMS/AMS SPECIALIST)

Position Scope/Objectives:

The Traffic Operations FMS/AMS Specialist conducts various activities to ensure the proper purchase of ITS equipment, software, and other services for the District Five Traffic Operations team, following all relevant FDOT policies and procedures.

Primary Duties and Responsibilities

- Manage Maintenance contracts
- Manage CEI contracts
- Oversee maintenance of assets
- Oversee MIMS usage
- Manage ITSFM coordination
- Work with local governments regarding their maintenance needs
- Manage specialty projects, as needed

Detailed Work Efforts

- Handles negotiation of task via MIMS
- Handles invoicing via MIMS
- Negotiates scope on maintenance special projects
 - Receive multiple bids, discuss scope, compare pricing
- Coordinate with Software Vendor (IBI) on enhancements to software
- Hold coordination meetings to ensure progress on maintenance tickets
- Reviews NJUNS for utility pole relocations
- Identify cost-effective methods to return functionality to system
- Provide estimates on maintenance costs for five-year cycles
- Coordinate data collection for arterial system
- Conduct inventory efforts (all assets must be examined/counted annually)
- Support local agency needs
- Ensure warranties are used accurately and correctly to ensure proper warranty of equipment