



**Job Title:** TSMO PLANNING PROJECT MANAGER (Consultant)

**Position Scope/Objectives:**

The TSMO Planning Project Manager oversees a variety of contracts and projects, and coordinates with partner agencies and other Department groups on a regular basis, all at the direction of Traffic Operations supervisors. The TSMO Project Manager also ensures the Department's compliance with Systems Engineering requirements set forth in 23 Code of Federal Regulations (CFR) Part 940.

**Primary Duties and Responsibilities**

- Oversee Traffic Operations-related contracts, projects, and software application development, as needed
- Receive, review, and provide feedback on Systems Engineering documentation for internal and external projects
- Develop RFP, ITB, and other procurement documentation, as needed
- Develop and coordinate governmental agreements with external organizations, working directly with TSM&O leadership and FDOT Legal Counsel
- Conduct bi-weekly and weekly update meetings with project teams
- ITS Software Change Management and Bug Tickets
- Provide support for local agency JPA/LAP
- Support development of discretionary grant applications
- Specifications development, review, and support, as needed
- Checks in with PD&E projects quarterly for the inclusion of TSMO into alternatives