



Florida Department of
TRANSPORTATION

ProjectSuite Enterprise Edition (PSEE)

Setting Utility User Profile

User Profile

- Signature
- Delegates
- Privileges & Notifications
- Notification Subscriptions
- User Settings
- Search Profile Management

User: Erica Hewett 

Signature

Signature (Click to collapse) ?

134 of 200

Erica Hewett
Production Management Office
1074 Highway 90 East
Chipley, Florida 32428 850.330-1252
erica.hewett@dot.state.fl.us

Delegates (Click to expand) ?

Privileges and Notifications (Click to expand) ?

Notification Subscriptions (Click to expand) ?

User Settings (Click to expand) ?

Search Profile Management (Click to expand) ?

Delegates

Signature (Click to expand)



Delegates (Click to collapse)



My Delegates are
Amber Ivey [Remove](#)
Carla Hodges [Remove](#)
Austin Miles [Remove](#)

(Select a new delegate)

I'm the delegate for Amber Ivey, April Williams, Christopher Dicks, Dustin Castells, Jimmy Miller, Miguel Iglesias, Richard Yates, Alaina Webb, Amanda Marshall, Carla Hodges, Garrett Martin, William Howell, Howard Hodge, Clay Hunter, Kerrie Harrell, Timothy Barnard, Jessica Golema, Austin Miles

Privileges and Notifications (Click to expand)



Notification Subscriptions (Click to expand)

User Settings (Click to expand)

Search Profile Management (Click to expand)

User: Erica Hewett [Statewide Admin]

Work As: Self

CREATE A PROJECT	MY ASSIGNMENTS
	Timothy Barnard
	Dustin Castells
	Christopher Dicks
	Jessica Golema
	Kerrie Harrell
	Howard Hodge
	Carla Hodges
	William Howell
	Clay Hunter
	Miguel Iglesias
	Amber Ivey
	Amanda Marshall
	Garrett Martin
	Austin Miles
	Jimmy Miller
	Alaina Webb
	April Williams
	Richard Yates

User: Erica Hewett [Statewide Admin]

Work As: Jessica Golema

CREATE A PROJECT MY ASSIGNMENTS RUN REPORTS

WP Project Manager: RAY CORBITT

OM CAMERA TCTIONS

Jessica Golema's Projects	Project Manager	Bookmarked	Notifications	Recently Accepted
430789-1	✓	✓	✓	✓
439965-1	✓	✓	✓	✓
436267-1	✓	✓	✓	✓
432285-1	✓	✓	✓	✓
433904-1	✓	✓	✓	✓
217909-6	✓	✓	✓	✓
217910-3	✓	✓	✓	✓
222539-2	✓	✓	✓	✓
406742-3	✓	✓	✓	✓
417677-4	✓	✓	✓	✓

Privileges and Notifications

Signature (Click to expand) ? ±

Delegates (Click to expand) ? ±

Privileges and Notifications (Click to collapse) ? ±

Utilities	Privileges								Receive Notifications	
	D1	D2	D3	D4	D5	D6	D7	TP	CO	
Edit Work Schedule			✓				✓			☐ Select All
Add Agreement			✓				✓			☐ Example
Remove Agreement			✓				✓			☐ Example
Edit Agreement			✓				✓			☐ Example
Add Invoice			✓				✓			☐ Example
Remove Invoice			✓				✓			☐ Example
Edit Invoice			✓				✓			☐ Example
Add Subordination			✓				✓			☐ Example
Remove Subordination			✓				✓			☐ Example
Edit Subordination			✓				✓			☐ Example
Add Assignment			✓				✓			☐ Example
Remove Assignment			✓				✓			☐ Example
Add Document			✓				✓			☒ Example
Remove Document			✓				✓			☐ Example
Edit Document			✓				✓			☒ Example
Add Comment			✓				✓			☐ Example
Remove Utility Membership			✓				✓			☐ Example
Edit Plan			✓				✓			☐ Example
Add Work Schedule			✓				✓			☐ Example
Remove Work Schedule			✓				✓			☐ Example
Add Plan		✓	✓				✓			☐ Example
Remove Plan		✓	✓				✓			☐ Example
Add Utility Membership	✓	✓	✓	✓	✓	✓	✓	✓	✓	☐ Example
Edit Utility Membership		✓	✓	✓	✓	✓	✓	✓	✓	☐ Example
Manage Utilities Privileges		✓	✓	✓	✓	✓	✓	✓	✓	☐ Example
Manage Utility Companies	✓	✓	✓	✓	✓	✓	✓	✓	✓	☐ Example

*These privileges are determined by business rules and not directly assigned.

Save Cancel

Notification Subscriptions (Click to expand) ? ±

User Settings (Click to expand) ? ±

Search Profile Management (Click to expand) ? ±

Request Privileges

	D1	D2	D3	D4	D5	D6	D7	TP	CO
Manage Utilities									
Edit Work Schedule			✓				✓		
Add Agreement			✓				✓		
Remove Agreement			✓				✓		
Edit Agreement			✓				✓		
Add Invoice			✓				✓		
Remove Invoice			✓				✓		
Edit Invoice			✓				✓		
Add Subordination			✓				✓		
Remove Subordination			✓				✓		
Edit Subordination			✓				✓		
Add Assignment			✓				✓		
Remove Assignment			✓				✓		
Add Document			✓				✓		
Remove Document			✓				✓		
Edit Document			✓				✓		
Add Comment			✓				✓		
Remove Utility Membership			✓				✓		
Edit Plan			✓				✓		
Add Work Schedule			✓				✓		
Remove Work Schedule			✓				✓		
Add Plan		✓	✓				✓		
Remove Plan			✓				✓		
Add Utility Membership									
Edit Utility Membership			✓				✓		
Manage Utilities Privileges			✓				✓		
Manage Utility Companies									

Request

Cancel

Notification Subscription (1 of 2)

Signature (Click to expand) ⓘ

Delegates (Click to expand) ⓘ

Privileges and Notifications (Click to expand) ⓘ

Notification Subscriptions (Click to collapse) ⓘ

Subscriptions By District (Click to collapse) ⓘ

Central Office ☐

District 1 ☐

District 2 ☐

District 3 ☐

District 4 ☐

District 5 ☐

District 6 ☐

District 7 ☐

Turnpike ☐

Save Cancel

Subscriptions By PSEE Project Manager (Click to expand) ⓘ

Subscriptions By Project (Click to expand) ⓘ

User Settings (Click to expand)

Search Profile Management (Click to expand)

Notification Subscriptions (Click to collapse) ⓘ

Subscriptions By District (Click to expand) ⓘ

Subscriptions By PSEE Project Manager (Click to collapse) ⓘ

Select Project Manager: [Show all users]

PSEE Project Manager

Subscriptions By Project (Click to expand) ⓘ

Notification Subscription (2 of 2)

Notification Subscriptions (Click to collapse)

Subscriptions By District (Click to expand)

Subscriptions By PSEE Project Manager (Click to expand)

Subscriptions By Project (Click to collapse)

Project	County	Version	Description	Bridges	Work Mix	WP Project Manager	PSEE Project Manager	
219344-2	JACKSON	AD	SR 10 (US 90) CHIPOLA RIVER BRIDGE BRIDGE NO. 530005		0024 - BRIDGE-REPAIR/REHABILITATION	BILL HOWELL	William Howell	[Remove]
220773-3	HOLMES	AD	SR 79 FROM WASHINGTON CO. LINE TO SR 8 (I-10)		2001 - RIGHT OF WAY ACQUISITION	DEAN MITCHELL	Dean Mitchell	[Remove]
417293-2	GULF	AD	SR 30E CAPE SAN BLAS FROM N TEST SITE D3A ENT TO COASTLINE DRIVE		0553 - ROAD/SLOPE PROTECTION	ALICIA BRININGER	Alicia Brininger	[Remove]
422143-1	DIST/ST-WIDE	AD	PONCE DE LEON OPER ROUTINE MAINTENANCE					
427650-1	FRANKLIN	AD	SR 30 (US 98) @ SR 300 ISLAND DRIVE INTERSECTION					
432310-1	TAYLOR	AD	SR55(US221) FROM: US19 TO: CEDAR ST					
438141-1	LEON	AD	SR 263 (US 319) CAPITAL CIRCLE @ STONELER RD INTERSECTION					

Page 1 (Showing Items 1 to 7 of 7) Show per page 10 25 50

[\[Remove All Project Subscriptions\]](#) [\[Show Project Subscription Selection\]](#)

Add Project Subscription

Project (Click to collapse)

Active Status:

Item Segment Group:

Transportation System:

Projects With No PSEE PM:

Projects With PSEE PM:

Without Permit:

PSEE Project Manager (Primary/Backup):

WP Project Manager:

Description / Item Seg. Comments:

Contract Number:

Local Agency:

Fund Code:

Phase Grouping:

Fiscal Year:

Status:

Contract Class:

Work Mix:

Location (Click to collapse)

District:

County:

District:

County:

Roadway ID:

MicPort (only when Roadway ID entered)

Bridge ID:

Schedule (Click to collapse)

Plans to Tallahassee:

Letting Date:

Letting Date:

Production Date:

Construction Finish Date:

Float:

Search

Reset

Cancel

My Projects

439722-1
439730-1
433769-1
407918-3
428573-1
222530-3
434762-1
432310-1
416748-4
438141-1
437792-1
439592-1
437916-2

Project Manager	Bookmarked	Notifications	Recently Accessed
☐	☐	☒	☒
☐	☐	☒	☒
☐	☐	☒	☒
☐	☐	☒	☒
☐	☐	☒	☒
☐	☒	☒	☒
☐	☒	☒	☒
☐	☒	☒	☒
☐	☒	☒	☒
☐	☒	☒	☒
☐	☒	☒	☒
☐	☒	☒	☒

User Settings

Signature	(Click to expand)	?	±
Delegates	(Click to expand)	?	±
Privileges and Notifications	(Click to expand)	?	±
Notification Subscriptions	(Click to expand)	?	±
User Settings	(Click to collapse)	?	±

Default Module:

Summary email notifications: ☐ Send me a summary email.
☒ Send me an email for each notification.

Search Profile Management	(Click to expand)	?	±
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Search Profile Management

Signature (Click to expand)

Delegates (Click to expand)

Privileges and Notifications (Click to expand)

Notification Subscriptions (Click to expand)

User Settings (Click to expand)

Search Profile Management (Click to collapse)

Profile Name	Dashboard Default		
46030		[Edit]	[Remove]
ALL CC current FY		[Edit]	[Remove]
Current FY Letting		[Edit]	[Remove]
D3 Next FY		[Edit]	[Remove]
D5 Current FY letting		[Edit]	[Remove]
Jess Glenn		[Edit]	[Remove]
LAP Projects		[Edit]	[Remove]
Next FY Lettings		[Edit]	[Remove]
Pam Miner projects		[Edit]	[Remove]
all districts		[Edit]	[Remove]

Page 1 2 (Showing Items 1 to 10 of 16) Show per page 10 25 50

[\[Create Profile\]](#)

Create Search Profile

Profile Name:

Dashboard Default:

☐

Project (Click to collapse)

Project:

Active Status:

All

Item Segment Group:

All

Transportation System:

All

Projects With No PSEE PM:

☐

Projects With PSEE PM:

☐

Without Permits:

☐

PSEE Project Manager (Primary/Backup):

Clear

WP Project Manager:

☒ Contains ☐ Starts With ☐ Exact

Description / Item Seg. Comments:

☒ Contains ☐ Starts With ☐ Exact

Contract Number:

☒ Contains ☐ Starts With ☐ Exact

Local Agency:

All

Fund Code:

All

Phase Grouping:

All

Fiscal Year:

From To (YYYY)

Status:

All

00000000 - Candidate Line Item

00000003 - Dropped/Transferred

00000005 - Adopted, Not Begun

00000010 - Pre-Const Underway

00000014 - Row Acquisition Beg.

Contract Class:

All

1 - TALLAHASSEE LET

2 - EXTERN MINGD(OT LAP)

3 - STUDIES

4 - MISC - NO LETTING

5 - LOCAL AGCY PGM (LAP)

6 - ROUTE DECOMMISSION

Work Mix:

0022 - BRIDGE REPLACEMENT

0023 - BRIDGE-REPLACE AND ADD LANES

0024 - BRIDGE-REPAIR/REHABILITATION

0025 - BRIDGE-REHAB AND ADD LANES

0026 - NEW RAIL BRIDGE CONSTRUCTION

0027 - NEW BRIDGE - NO ADDED CAPACITY

0028 - MODEL LANE/QUE. STRUCTURE

☐ Only Safety Projects

Location (Click to collapse)

Click here to select a location

District 3

Location (Click to collapse)

District:

District 3

County:

All

BAY

CALHOUN

DIST/ST-WIDE

ESCAMBIA

FRANKLIN

GADSDEN

Roadway ID:

☒ Contains ☐ Starts With ☐ Exact

MilePost:(only when Roadway ID entered)

From To

Bridge ID:

Schedule (Click to collapse)

Plans to Tallahassee:

☒ N/A ☐ Current FY ☐ Next FY ☐ Current And Next FY ☐ Range

Schedule (Click to collapse)

Plans to Tallahassee:

☒ N/A ☐ Current FY ☐ Next FY ☐ Current And Next FY ☐ Range

Letting Date:

☒ N/A ☐ Current FY ☐ Next FY ☐ Current And Next FY ☐ Range

Production Date:

☒ N/A ☐ Current FY ☐ Next FY ☐ Current And Next FY ☐ Range

Construction Finish Date:

☒ N/A ☐ Current FY ☐ Next FY ☐ Current And Next FY ☐ Range

Float:

From To

Search

Reset

Save

Cancel

FDOT Florida Department of Transportation

