

# Training Facility Fact Sheet Riverfront Office Center (ROC)



1101 South Front Street  
Harrisburg, PA 17104  
717-705-8663

We look forward to your upcoming visit with us.  
Please direct questions or information requests to the  
Technical Training and Development Section at 717-214-8757.

## Security

Business hours are 7:30 a.m. to 5:00 p.m.

Enter building through doors at the left of the building (not the Driver/Vehicle Services door). Tell the security guard the training class that you are attending and show your photo ID to obtain a visitor's badge. The visitor's badge must be visible at all times while inside the building. Return the badge at the end of the day.

## Parking

Park in the employees' lot located on the far side of the building. As you enter the PennDOT complex, drive behind and around the back of the building to reach the parking lot which will be on your right. The map on the next page has arrows to direct you to the lot.

## Parking Code

To gain access to the South Parking Lot you will need to enter a code. The code changes on a monthly basis. If the person doesn't remember the code, they can go to the security desk for assistance.

**December Code: 1122\***

## Classroom Locations

Classrooms are located on the fourth floor behind the glass, double doors to the right when exiting from the elevators. A video screen in the lobby will direct you the appropriate room.

## Classroom Equipment

Each classroom is equipped with an overhead projection system, screen, whiteboard and flip charts.

The computer training rooms have 14 participant computers, one instructor computer connected to an LCD projector, whiteboard and flip charts.

Provide at least two weeks notice before the class date to request additional classroom equipment. Call 717-214-8757 to make arrangements.

## Restrooms

Restrooms are located outside the glass, double doors to the left and down the hall.

## Food Service

A cafeteria, located on the third floor, serves drinks, snacks, and hot meals for breakfast and lunch.

## Training Calendar

Visit the Technical Training Calendar, [www.dot.state.pa.us/tc](http://www.dot.state.pa.us/tc) to confirm class details such as location, dates, times, and any special instructions.

## Hotels

Current information on hotels in the Harrisburg area can be found on the Internet.

## Communication Facilities

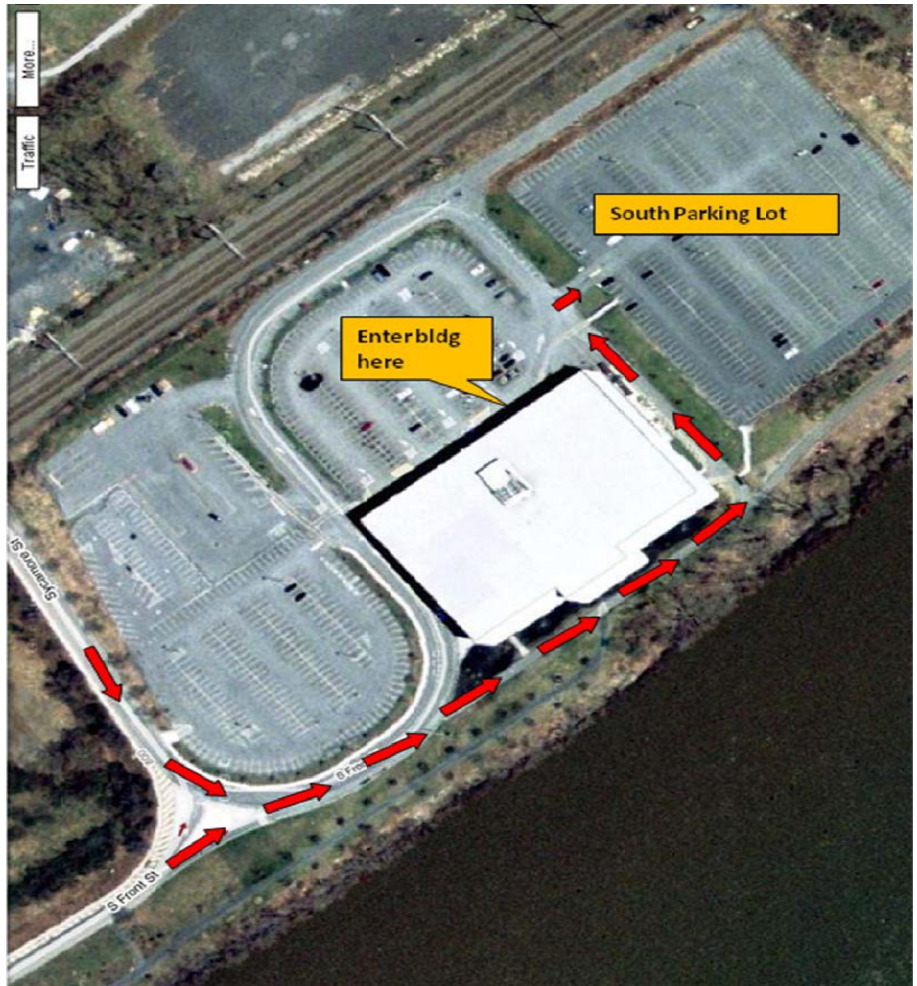
Telephone, fax and laptop connections are available. To make outgoing calls, dial 9 followed by the telephone number. Retrieve incoming message from the receptionist. The telephone number is 717-705-8663; fax number is 717-705-8666.

## Emergency Egress

If the fire alarm should sound while you are in class, please exit the building via the closest stairway as quickly and orderly as possible. Assemble as a group in the south parking lot and ensure that all attendees are accounted for. Reenter the building through the main doors when notified.

## Riverfront Office Center Parking Directions

From either Sycamore Street or Front Street, use the access road behind the Riverfront Office Center (follow red arrows shown to the right) to reach the South Parking Lot.



## Directions to Riverfront Office Center

### From Pittsburgh (Western PA)

Travel east on PA Turnpike (I-76) to exit 242. Travel north on Rt. 83 to the 13<sup>th</sup> Street exit. Turn left onto South 13<sup>th</sup> Street and turn right at the first traffic light (Sycamore Street). Go straight through the next traffic light (Cameron Street) and follow the directions above to reach the parking lot.

### From Philadelphia (Eastern PA)

Travel west on PA Turnpike (I-76) to exit 242. Travel north on Rt. 83 to the 13<sup>th</sup> Street exit. Turn left onto South 13<sup>th</sup> Street and turn right at the first traffic light (Sycamore Street). Go straight through the next traffic light (Cameron Street) and follow the directions above to reach the parking lot.

### From Baltimore/Washington D.C.

Travel north on Rt. 83 to Harrisburg City exit for 13<sup>th</sup> Street. Turn left onto South 13<sup>th</sup> Street and turn right at the first traffic light (Sycamore Street). Go straight through the next traffic light (Cameron Street) and follow the directions above to reach the parking lot.

### From Scranton (Northeastern PA)

Travel south on Rt. 81 to exit 70. Travel south on Rt. 83 to the 13<sup>th</sup> Street exit. Turn left onto South 13<sup>th</sup> Street, and turn right at first traffic light (Sycamore Street). Go straight through next traffic light and follow road to PENNDOT building.