



Utility Relocation Management System Newsletter

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PennDOT's Utility Relocation Management System

Launching Next Week

PennDOT's new Utility Relocation Management System (URMS) launches next week on November 22, 2020!

In Volume 5 of this newsletter, we highlight how URMS streamlines real property interest, cost share, and reimbursement agreements.

Utility Reimbursement for Relocation Costs

As allowed by state law and PennDOT policy, utilities may be reimbursed for some costs associated with relocating their facilities or providing other measures to protect their facilities during highway construction activities. URMS integrates the data collection needed for reimbursement agreements and standardizes the workflow for all projects.

Cost Share



Cost Share is a reimbursement program for utilities that are public entities and for private companies of certain utility types. Eligibility is prescribed by state law and detailed in Design Manual 5. URMS makes cost share straightforward by only allowing eligible utilities to apply. In addition, URMS allows a utility to choose between a standard cost share reimbursement (typically 50%), or an increased reimbursement (typically 75%) if accelerated milestone dates are met.

Real Property Interest



Utilities that have facilities located on land to which they hold real property interest can be reimbursed for relocation costs. Within URMS, a utility can submit required verification of real property interest by scanning deeds, easements, affidavits, or other legal instruments and uploading them to the system. The documents are reviewed by PennDOT staff for basic conformity to regulations and then passed to PennDOT attorneys for legal review.



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Once the legal documents have been approved, URMS automatically calculates a reimbursement percentage based on the total number of conflicts and the number that have real property interest.

Relocation Estimate Form



In order to prepare a reimbursement agreement, PennDOT requires an estimate of the costs to protect and/or relocate the affected facilities. This estimate must be detailed and broken out into several categories of expenditures. URMS now collects this data as part of the reimbursement process and calculates subtotals and totals appropriately.

The estimate form also brings together the data from cost share and real property interest in order to create a final reimbursement percentage. The system then automatically applies that percentage to the estimate to show the utility its expected reimbursement amount.

The system even accommodates the situation where the utility adds its estimate before the cost share or real property interest has been approved. The utility can enter an “expected” reimbursement percentage in order to allow URMS to calculate an expected reimbursement amount.

Questions, Issues or Concerns?

Do you have a question about URMS? feel free to send an email to URMS Help at RA-PDURMSHELP@pa.gov. We will respond as quickly as possible.

We’d be glad to help you through email, talk to you on the phone, or even screen-share over Skype to get you through any questions or problems.

Additional Information

Additional Newsletters and Info Sheets are posted to the [URMS Information](#) page. Check there for the latest information related to the launch of URMS.