URMS TAKE THIS EXIT ➡

Utility Relocation Management
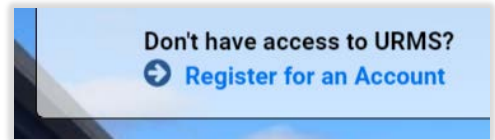System Newsletter

Volume 8: 1/27/2021

URMS Maintenance Release 1.2 Takes Effect

The URMS version 1.2 maintenance release was implemented on 1/26/2021. A pertinent note and several enhancements are detailed below. The updated User Guide will be available for download at the top of the URMS Dashboard screen or on the URMS Information page, which also provides the release notes with a full list of updates in this version.

How to Register with an Existing Business Partner ID

Some business partners who have used other PennDOT applications already have an existing business partner ("b-") user ID. In that case, please follow these steps to register for URMS access:
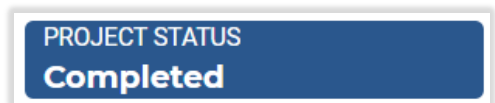
- On the URMS login page, click "Register for an Account."
- Choose "Business Partner" for the type of user.
- Click the "Request Access" button for a Business Partner ID.
- On the login page that displays, sign in with the existing "b-" credentials.
- Set up the security questions and answers, then click "Next."
- Complete the User Release Agreement and submit the request.

This training video provides a walkthrough of the process: Register for URMS

Cleaning up Utility Contacts

Outdated utility contacts can now be cleared out of the utility's information, so long as they are not assigned on any active projects. A project is active when it has been started in URMS and has not reached "Completed" status yet. If an old utility contact is only assigned on completed projects, the contact can be deleted from the utility while still remaining listed on the records of those completed projects. This approach helps keep utility information up to date while preserving project history.

From the Admin menu, choose "Utility Profile" (as a utility user) or "Utility Companies" (as a PennDOT user) and open the utility's information. On the Contacts tab is a "Remove" text button next to any contact that can be deleted.
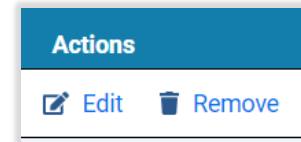
Parent-Subsidiary Companies and Sister Companies

URMS accommodates two different types of utility relationships. In a parent-subsidiary relationship, one company is set as the head ("parent") over one or multiple subsidiary companies. Users within the parent company can then view and modify records for all of the subsidiaries.

Utilities can be affiliated as sister companies as well. When utilities are designated as "sisters," one company's users can complete work in URMS for any of the others. A user can even be assigned to the utility project team on a sister company's project and receive task notifications for that team role.

If a parent-subsidiary or sister company relationship should be established in the system, please provide the companies' federal ID numbers in a request to the URMS Help inbox. PennDOT users can view existing parent-subsidiaries and sister companies through the Admin menu. Utility users can also see their parent-subsidiary connections through the My Utility menu.

Additional Information

Additional Newsletters and Info Sheets are posted to the URMS Information page. Check there for the latest information related to URMS.

Ask Questions

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 to assist you.