

RNA#: _____

District 11 Roadwork Notification and Approval

RNA Revised ()

Notification/Review Request

Select the Appropriate Notification/Review option(s) by SR

Press Release	
Interstate/Expressway Permit	
Roadway Completion	
Route/Bridge Restriction or Opening	
City of Pittsburgh	
HOV / Tunnels	
Utility Project	
HOP	
Pittsburgh Regional Transit *for Projects on SR's in Allegheny County	

Date:		Date Received:		County:	
SR:	SEC:	Project GRP#:		ECMS#:	EPS#:
Common Road Name:			Segment From:		
Municipality:			Segment To:		
Direction (North, South, East, West):					
Limits of Road(s): Between Intersecting Roads and/or Bridge Crossing Info – Use Common Names and/or Landmarks					
Date Restriction Begins:		Time:	AM PM	Includes Weekends: Yes No	
Date Restriction Ends:		Time:	AM PM	Will restriction remain in place “around the clock”? Yes No	
Alternate Date (weather):				*Resubmit RNA if date/time changes are required	
Scope of Work: (ex. new project, construction, drilling, utilities, inspection, ramp work, bridges)					
Traffic Restriction and Time of Restriction: Is proposed work during times allowed by contract or by approved RFI? Yes No If no, do not submit RNA.					
Detour: (may include map)					
Project Name:					
Construction Company Performing Work:			(PennDOT Projects Only):		
Start/End Date:			ACE/IIC:		
Thru:			Project Cost:		

Permit Conditions (To be completed by the District Traffic Unit)			
Notify the Traffic Management Center 412-429-6030 fifteen (15) minutes prior to imposing any lane restrictions and prior to removing any lane restrictions in accordance with the chart on page 2.			
District Traffic Unit Representative Approval:			
Note: Allow 3 workdays for processing permit.		Non PennDOT agencies are responsible for their own press release.	
Prepared by and Responsible Contact:			
Title:	Name:	Email:	Ph#
Title:	Name:	Email:	Ph#

Can you accommodate oversized/overweight loads through/during the restrictions?**Yes****Do not complete Page 2****No****Complete Page 2**

RNA#: _____

District 11 Roadwork Notification and Approval**Route/Bridge Restriction—Route/Bridge Restriction/Opening** (Fill out this section if Route/Bridge was selected on the first page)

Notify District Permit Office at least 12 working days before prohibiting oversize/overweight vehicles from traveling through restricted area.
 Notify District Permit Office at least 7 working days before allowing oversize/overweight vehicles to travel through open area.

Restriction		Opening	
Contractor Name:		Contractor Phone Number:	
Restriction Type:	Route Bridge	Maintenance Project	HOP Other
Origin County:	Destination County:		
Start Date:	Tentative End Date:		
State Route:	Travel Direction:	North	South East West
Starting Intersection:	Segment	Offset	
Ending Intersection:	Segment	Offset	

Project Restriction Details

Maximum Length:	FT IN	Maximum Width:	FT IN
Maximum Height:	FT IN	Maximum Gross Weight:	LBS.
Road/Bridge Closed:	YES NO		
'Oversize Vehicles Prohibited' Sign(s) placed in advance of Project:		YES	NO

District Permit Use Only

Data Received in Permit Office:	Miscellaneous Restriction ID #(s)
Received and Processed By:	Canned Route # (s):
	Administrative Message #

PennDOT TMC Notification

Roadway Type	Temporary Traffic Control Condition			
	Full Road Closure	Lane Restriction >30 Minutes	Lane Restriction <30 Minutes	Shoulder Closure >15 Minutes
Freeways and Expressways	REQUIRED			
Numbered Traffic Routes and Pre-Planned Detour Routes	REQUIRED		NOT REQUIRED	
Other State Roadways	REQUIRED	REQUIRED IF ADT > 10,000	NOT REQUIRED	

RNA INSTRUCTIONS

Submission Deadlines

- Submit 12 workdays before allowing lateral lane restrictions of less than 16 feet or height restrictions.
 - o Submit 7 workdays before removing lateral lane restrictions.
- Submit 10 workdays prior to start of any project.
 - o Subsequent restrictions require 3 workdays notice.

NOTE: Sat., Sun., national holidays, and submissions past noon are not counted as a workday **Page 1**

1. RNA# - Enter 001, 002, etc.
2. Check the box(es) for what type of RNA you need. Ensure Press Release box is checked additionally, except for Roadway Completions/Route Openings. Be sure the notification is sent to the appropriate municipality that the work is occurring in and posted detour routes that utilize municipal roadways. If restrictions are located within 1000' of the Tunnels, ensure Tunnels checkbox is selected.
3. Date: - Enter date you are filling out the form.
4. Date Received: - PennDOT use only.
5. County – Use the dropdown box to choose either Allegheny, Beaver or Lawrence county.
6. SR – State Route number
7. SEC – For PennDOT state projects only, use the section number.
8. Project GRP# - For PennDOT group jobs only.
9. ECMS# - For PennDOT jobs only.
10. EPS# - For EPermitting System/HOPs only.
11. Common Rd Name – Street Name not State Route Number.
12. Municipality – May include multiple municipalities.
13. Segments/Directions – Provide the beginning and ending Segments and direction for the Work Zone.
14. Limits of Road – State the start and end of your traffic restriction using names of sideroads, bridges or landmarks.
15. Date Restriction Begins/Ends – Provide the Start/End date, time, and AM/PM of restrictions.
16. Alternate Date (weather) – May include but must notify if alternate dates are used.
17. Includes Weekends – Will your restrictions occur on weekends within the Date Work Begins/Ends date?
18. Will restriction remain in place “around the clock”? - Is your restriction placed long-term (greater than 24 hours)?
19. Scope of Work – Describe your work during the requested restriction.
20. Traffic Restriction and Time of Restriction – Describe anything that has not been included on the form already including what PATA/MPT/Phase setup will be used. Check that proposed restriction times are allowed by contract or approved RFI (Request for Information) -Construction projects only.
21. Detour– List the detour route. A quality map or plan may be included in lieu of a narrative. Otherwise, leave blank.
22. Project Name – Add applicable information.
23. Construction Company Performing Work – Construction Company Name (Prime or Subcontractor)
24. Start/End Date – Add dates for the entire project duration.
25. ACE/IIC – For PennDOT jobs only.
26. Project Cost – For PennDOT jobs only.
27. Permit Conditions/District Traffic Unit Representative Approved – To be completed by the Traffic Unit.
28. Prepared by and Responsible Contact – Provide two (2) contacts for the restriction that are available 24/7 to answer questions about the form and the restriction during the operation.

NOTE: Can you accommodate oversized/overweight loads through the work zone during the restrictions? If yes, do not complete Page 2. If no, continue to Page 2.

Page 2

1. Check if the RNA is for a “Restriction” or for an “Opening”.
2. Contractor Name/Phone Number – Add applicable information.
3. Restriction Type – Check off the applicable project type.
4. Origin/Destination – Provide the City/Municipality and the County.
5. Start Date/Tentative End Date – Provide the size/weight restriction dates.
6. State Route/Travel Direction – Provide applicable information.
7. Starting/Ending Intersection Segment/Offset – Provide location where the restriction is located specifically.
8. PennDOT TMC Notification chart is for reference only for instructions on contacting the TMC.

NOTE: Maps may be required upon request. They are strongly suggested.

9. Project Restriction Details – Provide the maximum length, width, height, or gross weight.
10. Road/Bridge Closed and ‘Oversize Vehicles Prohibited’ sign question – Provide yes or no.
11. District Permit Use Only – To be completed by the Permit Unit.

Once you complete the RNA form, save the RNA using the project name, SR (If not included in the project name, and the RNA number. Do not use a generic name. Copy all the required emails next to Page 1’s selected box(es) and submit by email.