



STRENGTH•ENERGY•TIME•RESOURCES•EFFORT•PATIENCE•MONEY•STAFF•TOOLS•COST•WAS

Transit Facility & Fleet Maintenance

**October 3 - 8, 2010
Saint John, NB**

**Canadian Urban Transit Association
CUTA Education & Training**



www.cutaaactu.ca

Take this course and save your system five times the cost in the first year!



Controlling your maintenance operations requires effective planning.

Learn how in this extensive five day program through hands-on work shops, projects, case studies, simulations and presentations. Learn to:

- Understand the fundamentals of effective facility and fleet maintenance planning
- Apply equipment life cycle planning and costing
- Develop and implement a predictive maintenance program for both facilities and fleet
- Accurately estimate and schedule facility and fleet maintenance to get maximum payback
- Understand the plan/do/review cycle of maintenance planning
- Understand the differences between scheduled and unscheduled maintenance and how to plan for both!

The Canadian Urban Transit Association offers a full week of intensive hands-on training, led by expert instructors. The added bonus? Exchanging knowledge and ideas with your transit colleagues from across North America. Return to work with fresh ideas, new strategies and workbook packed with reference material. When it comes to training, invest your time and money wisely—on a proven program that produces results!

Program Schedule

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Morning		Transit Maintenance Management	Fleet Maintenance Planning & Maintenance Scheduling	Financial Concepts & Controls & Performance Measurement	Human Resources & Health and Safety	Project Presentations & Feedback
Afternoon	Arrival Registration and Program Introduction	Transit Facility Design	Life Cycle Planning & Costing & Fleet Maintenance Operations	Parts & Inventory Controls & Equipment & Tools	Maintenance Issues Roundtable	Graduation Lunch
Night	Welcome & Program Introduction	Transit Facility Maintenance	Project Workshop	Project Workshop	Project Workshop	

Program Components

Transit Maintenance Planning and Operations

Learn how to evaluate and justify maintenance programs. Study why maintenance planning should be driven by life-cycle maintenance plans. Discover the financial payback of implementing effective planning.

Maintenance Facility Design

Discover the features of effective facilities, the design traps to avoid and the effective placement of bays, workshops, staff and storage areas.

Facility Maintenance Planning

Learn about costing, life cycles and daily planning. Understand the plan/do/review cycle of continuous improvement for maintenance planners. Learn how to develop and implement a predictive maintenance program for facility equipment.

Facility Maintenance Scheduling and Estimating

Explore the causes of schedule overruns and learn how to get the job back on track. Discover how to control accuracy and quality in estimates. Practice critical path schedules and staff-hour budget correction methods that can dramatically effect estimates and costs.

Fleet Maintenance Planning

Discuss preventive maintenance procedures and inspection forms to meet ISO 9000 requirements. Learn to use outsourcing contracts for work overflow and major overhauls and refurbishing.

Setting Up Apprenticeship Programs

Learn strategies to attract apprenticeship applicants and how to develop an in-house training program and return service agreement. Discover how to use your present and graduated apprentices to recruit new

Performance Measurement for Transit Maintenance

Learn to reduce costs with a maintenance program, create efficiency benchmarks and establish an effective reporting process. Develop key strategies for measuring, evaluating and improving your existing program.

Financial Concepts and Control in Maintenance Planning

Learn to establish realistic financial forecasts and develop financial benchmarking tools to ensure effective controls and cost minimization.

Health and Safety Considerations

Review hazardous situations and exposures and learn how to conduct workplace inspections to identify potential hazards. Discuss the elements of an effective health and safety program. Learn how to prepare a step-by-step approach for developing, implementing and evaluating health and safety programs.

Maintenance Equipment, Tools and Storeroom

Discuss the quality, quantity, price and timing levels of maintenance storeroom operations. Learn how to establish storeroom service levels and reduce inventory costs and obsolescence. Review the operation, care and maintenance of common tools and equipment including inventory control techniques.

Project Workshop

The project workshop is your chance to apply the entire course content in a practical application. Identify specific problems, determine and plan service adjustments, identify and minimize impacts, and assess ridership, revenue and cost implications. Make a team presentation that tests your presentation skills and the ability to defend your work.

"This course provided me with the opportunity to enhance my skills in all aspects of transit maintenance, management and planning. It allowed me to review and develop our maintenance plans and training needs." - Bryson Sommerville, Ballard Fuel

Our Instructors

Dave Geake, P.Eng., MBA

Dave has over 27 years experience managing bus and rail operations, facilities maintenance, and rail and bus fleet maintenance with Edmonton Transit, Vancouver's Skytrain system. He has been involved in specifying and purchasing equipment, the start up of two new rail systems, establishing and implementing maintenance programs, developing and managing operating and enforcement of building and OHS safety codes and standards.

John King, M.Sc.

John has over 30 years experience as a transit system senior executive and a consultant in transit planning, operations and maintenance. Currently Transit Manager with LA Transit in Lethbridge, AB, he holds a Certificate in Adult and Continuing Education, and has designed and facilitated several CUTA classroom and online courses, as well as courses for other transit and transportation organizations.

"This course was intense and contained loads of useful information. The estimating and budgeting modules were the most interesting."

- Stanley Simmons, Maintenance Supervisor
Public Transportation Board of Bermuda



