



# **Transit Maintenance and Asset Management**

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

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



**[www.cutaaactu.ca](http://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 workshops, projects, case studies, simulations and presentations. Learn to:

- Understand the fundamentals of asset management, and apply the principles to effective facility and fleet maintenance planning
- Apply life cycle planning and costing for all transit assets
- Develop and implement a predictive maintenance program for facilities and fleet
- Accurately estimate and schedule facility and fleet maintenance programs
- Prepare a transit asset management plan, and annual work plans upon which to develop and justify budgets and staffing plans
- Measure and evaluate existing maintenance and asset management programs

- Integrate human resource fundamentals into asset management planning
- Manage human resource issues in maintenance

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

	<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>Morning</b>		Introduction to Asset Management	Asset Maintenance Planning & Maintenance Scheduling	Financial Concepts & Controls Performance Measurement	Managing the Human Resource Assets	Project Presentations & Feedback
<b>Afternoon</b>	Arrival Registration and Program Introduction	Transit Facility Design	Life Cycle Planning & Costing Fleet Maintenance Operations	Transit Facility Tour Parts Planning & Inventory Controls	Maintenance Issues Roundtable	Graduation Lunch
<b>Night</b>	Welcome & Program Introduction	Managing/ Maintaining the Transit Facility Asset	Project Workshop	Project Workshop	Project Workshop	

# Program Components

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## 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.

## Transit 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 and Preventative Maintenance Programs

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.

## Financial Concepts and Financial Controls

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

## Performance Measurement and Key Performance Indicators

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.

## Managing the Human Resource Assets

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.

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 ones.

## Transit Facility Tour

Take a guided tour of a newly redesigned/rebuilt transit facility. Review the concepts of Transit Facility Design and which elements were appropriate for the specific facility.

## 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.

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"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

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## 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





**Registration Form  
TRANSIT MAINTENANCE and  
ASSET MANAGEMENT  
October 3 - 8, 2010**

**Delta Brunswick  
Manchester Room  
39 King Street  
Saint John, NB  
E2L 4W3**

**Members:**

**\$3,195 + HST**

**Non-Members:**

**\$3,495 + HST**

GST# 106868490

Payment is due upon registration. If you must cancel, you may do so one month prior for a full refund or two weeks prior for a 50% refund. You may substitute another person at any time without penalty. If a substitute is made, please be sure to contact the CUTA Education and Training Department prior to the start of the course.

Course includes:

- Course instruction
- Course materials
- Accommodation
- Meals & hospitality

Please advise us of any dietary concerns or allergies \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address \_\_\_\_\_

City/Town \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

**Method of Payment: (please check one)**

Invoice \_\_\_\_\_ Credit Card:  Visa  Master Card

Card number \_\_\_\_\_ Expiry Date \_\_\_\_\_

Name on card \_\_\_\_\_

Signature \_\_\_\_\_

Fax your registration form to 416 365-1295 or e-mail [moudakis@cutaactu.ca](mailto:moudakis@cutaactu.ca).  
Have a question? Call John Moudakis at 416 365-9800 ext. 102

