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## 'Shakeup' Bidding Begins Nov. 20 with Improved Documents

- Revised reports have more information, are easier to use

By BILL HEARD, Editor

(Nov. 2, 2004) Metro Bus operators will begin bidding for work assignments, Nov. 20, as operating divisions move toward the semi-annual December "shakeup."

And for the first time in many years, operators will see format changes in the work runs, relief runs, CEA lists and other documents key to the bidding process. The changes affect some 4,500 bus operators and transportation operations supervisors.

Gone will be the rather old-fashioned print and run-by-run organization that has gone unchanged for almost 40 years. These reports, which will be posted at the divisions by Nov. 17, have been updated to include more information presented in crisp, new type fonts.

The change in the document formats was required when Service Performance Analysis and the ITS scheduling team – the group that supports the document production for the bus schedules and operator assignments – switched from old mainframe computers to new desktop computer programs.

### Quicker and easier

But, the change also gave the schedulers an opportunity for changes they hope, in the long run, will help operators figure out the assignments they want more quickly and easily.

"We want to give the operators all the information they've had before, and in some cases give them better information," says Larry Adrian, schedules systems supervisor. "In other cases, we've given them the same information in a different format."

One noticeable change, especially for lower seniority operators, was made in the Roster Report. Presented in a new format, it provides more information now – pay time, start and end times for runs – than the old report, which gave only the pay time.

The CEA Report, which sets up carpool assignments for operators making relief or returning from their runs, will now be posted for use by operators, not just window dispatchers. The report will list the assignment numbers of the operators in the carpool.

### 'Minimum training'

"We've made as few changes as possible in the documents," says Ed Muncy, the department's director. "We tried to do this in a way that would require minimum training of bus operators."

The Service Performance Analysis group and ITS have been working on the redesign of the "shakeup" documents for over a year, according to Transportation Planning Manager Susan Phifer.

All sector schedule makers and managers, along with UTU and AFSCME representatives, have been briefed on the revised reports. By Dec. 19, all "shakeup" documents will have been moved from the mainframe to the PC network.

The revised documents include the Basic Operating Schedule (BOS); Duty List, which can be separated into Duty Detail, Pay Detail and Extra Board Listing; Roster Report, which replaces the Relief Run Report; CEA Report, which now includes the "Transport Operator" instruction previously found on the Work Run pages; Regular Run vs. Tripper and Tripper vs. Regular Run; and Work Run Interline and Relief Run Interline reports.

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