



# inroads

May 2010

## CONTACT US:

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### Wethersfield Repair Facility

60 State Street (rear)  
Wethersfield, CT 06109  
**860-529-0500**

### Norwich Repair Facility

171 Salem Turnpike  
Norwich, CT 06360  
**860-885-2153**

### New Haven Repair Facility

140 Pond Lily Avenue  
New Haven, CT 06515  
**203-397-4590**

### After Hours Emergencies

Call **1-877-454-4204** (toll-free)  
Your call will be answered through the Department of Environmental Protection Dispatch Office, which will assist you.

### Online

Go to [www.das.state.ct.us](http://www.das.state.ct.us) and click on **FLEET OPERATIONS** for additional information on fueling locations, accident forms and mileage reports.

*Did you know that the DAS fleet alone requires close to 200,000 gallons of fuel per month?* While we recognize that some agencies have

## State Fueling Stations

24/7 responsibilities to serve their customers, which can make purchasing 100% of their gasoline only at state stations a logistical challenge, it is hoped that most all fuel purchases can be done at any of the over 80 DOT-operated fuel stations located throughout the state.

Fueling state-owned vehicles at state-operated stations is important for several reasons. In addition to not paying a dealer mark-up, we also benefit from a low price that has been determined through a competitive bid process. Another critical reason is our status as a government entity, which entitles us to be exempt from state and federal taxes that total over \$.43 per gallon (we do pay a 7.5% gross receipts tax regardless if the fuel is supplied through our fueling network or from a retail outlet).



If circumstances dictate that filling-up at a retail station is necessary, then your agency should be filing for tax refunds from both the State and Federal governments. (Department of Revenue Services – form AU724, and for a Federal refund, IRS – Publication 510, form 8849).

Another potential option that soon could be widely available is the Voyager fuel card. DAS is just beginning a pilot program with six agencies on the effectiveness of using this card for fuel purchases that cannot be made at a State station. Accepted at most retail stations, regardless of brand, it also tracks purchases, offers management reports, and deducts Federal Excise taxes before sending us the bill. For more information on the Voyager card contact Kerry DiMatteo in DAS Procurement at (860) 713-5072 or at [Kerry.dimatteo@ct.gov](mailto:Kerry.dimatteo@ct.gov).

By paying the lowest possible net cost for your fuel and saving you the hassle of filling out refund paperwork, fueling at state stations also ensures that we are updating vehicle mileage to help keep our maintenance schedules current and identify any vehicles that have become overdue for service. These updates are available because the software used to manage the fuel dispensing system downloads odometer readings captured at fueling to the DAS fleet management software. Besides updating mileage, the number of gallons pumped is also shared with DAS so that we can determine MPG by agency, department or specific vehicle.

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***So what happens when a DAS-owned vehicle is lost due to an accident?*** Ultimately the three most likely

## Total Loss

scenarios are: the other party is at fault, we are at fault, or some percentage of fault is assigned to each party. When accountability for an accident

has been assigned to a state driver, their agency is billed for the cost to repair the vehicle.

When there is a total loss, and the fault lies with the driver from a state agency, Fleet Operations has begun using NADA (National Automobile Dealers Association), a leader in establishing used vehicle prices, to determine the value of the vehicle at the time of loss. They have established multiple categories based on condition levels. The value standard that we will follow is “average trade-in”. We feel that this process will enable us to significantly shorten the period from date of loss to final closure, and provide everyone a fair and equitable resolution.

When the other party is at fault we bill their insurance carrier for the cost to repair the damage, or if necessary, to replace the vehicle.



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To recap, why should fueling be done at state-owned stations? The list includes;

- Pay the lowest possible cost for fuel based on our buying power and lack of need to generate a “profit margin”.
- Eliminate the need of filing for tax refunds from the Department of Revenue Services to recover the \$0.25 per gallon CT state tax or to the IRS in order to recover the federal tax of \$0.184 per gallon.
- Fueling at state-owned stations allows for vehicle odometer records to be updated which helps to ensure that we achieve proper maintenance intervals.

## Car Wash Update

Some readers of *Inroads* have begun to ask, “So what’s up with the car wash policy now that winter is in our rearview mirror?” The update is that we are currently putting the finishing touches on a new contract that will allow each DAS fleet vehicle to be washed up to once a month. The contract is for exterior only, however we recognize that sometimes there are interior situations that can be health concerns if left alone. Should this type of scenario arise with a car in your fleet, please contact us. If you need coupons give us a call at 860-713-5160.

## Who Is SRS?

Specialty Risk Services (SRS), a subsidiary of the Hartford Insurance Group, is the Third Party Administrator (TPA) that has been contracted by the state to manage and adjust automobile liability claims involving injury or damage to people and property not associated with the State of Connecticut. An example of a scenario that they would be involved in is any accident in which a state vehicle

has caused damage (personal injury or property) to another party. In managing the claim, it is often necessary for a representative from SRS to speak with the driver of our vehicle. This interaction can only be beneficial to our side as SRS’s purpose is to protect the state’s interest and to resolve the claim in a timely and cost-effective way. Should your staff ever report that SRS had called and they are unsure what to do, please encourage them to return the call ASAP.