



inroads

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Administration

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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:
<http://das.ct.gov> and click on **FLEET OPERATIONS** for additional information on fueling locations, accident forms and mileage reports.

Sometimes the state uses a third party administrator (TPA) to assist with claims related to motor vehicle accidents. This typically occurs when we are at fault and there is personal or property damage to the other party. It is not usually necessary to

Accidents and Insurance

involve the TPA when the other party is at fault.

Recently, our TPA was changed from *Specialty Risk Services/Sedwick* to *Constitution State Services*.

For purposes of completing an accident report or for supplying information to a police officer, drivers should provide the following information:

Insurance Company: Constitution State Services
Policy Number: CCSSC 306T6100
Phone Number: 800-832-7839

To ensure that all drivers have the correct information, we are in the process of updating the yellow **Motor Vehicle Accident Procedure** envelope that is located in the glove compartment of each DAS vehicle. As cars and trucks come in for service over the next few months we will make certain that each car contains an envelope with the most current information.

While we are talking about insurance, here's a reminder on a related matter. Per General Statute 14-12f, state-owned vehicles are not required to carry insurance cards. No DAS vehicles have them.

Car Wash



Agencies should be aware that it is all right to wash your cars. However, to be consistent with the spending directive issued on January 26, 2011, by DAS

Commissioner DeFronzo to all agencies, DAS Fleet is not recommending frequent cleanings. As the directive states:

“it is the policy of this administration to empower agencies to make good decisions, economize and save money whenever possible, while preserving critical services.”

Should your vehicles need to be cleaned, the process is the same as it always has been – contact Fleet Operations for coupons.

Also, we are aware of the numerous recent incidents of car wash vendors refusing to accept our wash coupons. We have shared your concerns with the contract manager from DAS Procurement and are seeking a timely and satisfactory resolution. We are anxious for this matter to be settled so that drivers of state vehicles are offered a variety of locations for which to clean their vehicles. Stay tuned.

Daily Rentals

At each DAS Fleet location we carry a full complement of vehicles available to support your short-term needs, and we are in the process of replacing the old with new. By June, all of our rental locations will have 2011 or 2012 compact and mid-size cars and 2012 minivans available. We even expect to have a 2013 Ford Escape at all locations in the near future. So think of us when your agency needs an extra vehicle. Our rates are the best around and that price includes fuel! All of the details can be found under the Daily Rental Information heading on the Fleet web page on the DAS website or at <http://das.ct.gov/cr1.aspx?page=80>.

Progress has been slow but sure as we move forward with updating our fleet. But we still have a long way to go. Going over two years with no replacement purchases has left us with a large inventory of older, high-mileage vehicles. Long story short, there is a big hole to dig out from, but we are working on it.

Vehicle Replacement

When the approval to resume purchasing came in late fall 2010 we had hundreds of vehicles that were nine to ten years old and/or had over 100,000 miles. There were several dozen with more than 125,000 miles. With a few exceptions, we expect that by the end of our current fiscal year most vehicles will have less than 90,000 miles and be of a vintage 2006 or newer.

The reduction in older, high mileage vehicles has been made possible by the purchase of almost 900 vehicles during 2011 and 2012 model years.

One benefit of returning to normal fleet cycling practices is that our vehicle maintenance and repair expenses have begun to track under the levels of recent years.

Assuming that our budget request for 2013 is approved, we will continue to build on this progress. We thank all agencies for their patience and understanding throughout this period.

Fleet Operations Page

To help assist with your vehicle-related questions we are providing forms and information on the Fleet page of the DAS website.

Unfortunately, it is not easy for someone unfamiliar with our webpage to access this important information. The secret to finding the information is to go to the bulleted items under each red headline. If you click on the text after each bullet, it will open to provide more detail.

We encourage you to share this, and all Fleet-related information, with members of your agency that have roles related to administering fleet activities.