

inroads

March 2015



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Wethersfield, CT 06109
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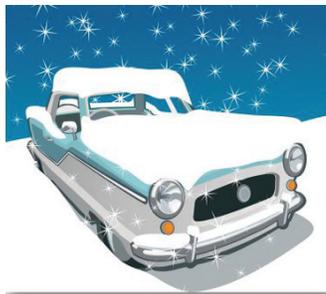
Norwich Repair Facility
171 Salem Turnpike
Norwich, CT 06360
860-885-2153

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 Energy and
Environmental Protection Dispatch
Office, which will assist you.

Online
Go to:
<http://das.ct.gov> and click on **FLEET
OPERATIONS** for additional infor-
mation on fueling locations, acci-
dent forms and mileage reports.

Snow



This winter's storms and frigid temperatures have impacted state agencies in many ways. Fleet Operations has clearly had its challenges. Extreme weather and close to 4,000 vehicles almost always equals some operational issues, and this year has been no different. Additionally, employees at all Fleet locations have been actively involved with the plowing and removal of snow from vehicles. Think it's a pain to remove the snow from one car? Try 100 or more. And the ever growing snow piles of January and February have taken up more of our parking lots by the week, creating space issues

unlike any year in the recent past.

Wethersfield is especially impacted as this is where our new cars are delivered and vehicle turn-ins are stored until future assignment. The large inventory of cars and trucks combined with reduced room to park has us busting at the seams.

We are providing this information as a backdrop to seek your assistance with getting new cars into service and old cars forwarded to auction. As of late February we still had over 70 new cars in Wethersfield that have been assigned but not yet picked up. DAS Fleet's Pam Bowe will be reaching out to ATAs to seek relief from the backlog of vehicles to be picked up. She will provide a list of new vehicles for which the relevant agency still needs to take action. Keeping the new car process moving is critical, as we have an additional 100 or more vehicles that are being assigned by early March.

Fleet Operations asks that should you receive notification that your new car is available and ready for replacement please forward this notification to your staff to complete the pick-up as soon as possible.

We thank you in advance for your cooperation.

Insurance

Did you know the State of Connecticut is self-insured for automobile accidents? This is why agencies are billed back if their driver is found to be at fault in an accident that causes damage to a DAS-owned vehicle.

To assist with the claims management process the State sometimes uses a third party administrator (TPA). This typically occurs when the driver of the state vehicle is clearly at fault and there is personal injury or property damage to the other party. It is usually not necessary to involve the TPA when the other party is clearly at fault.

For the purpose of completing an accident report, or for supplying information to a law enforcement agency, drivers in an accident should provide the following:

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

To ensure that drivers have the correct information, we have placed a yellow Motor Vehicle Accident Procedure envelope into the glove box of each DAS vehicle. In addition to accident procedures and policy and phone numbers, it contains information on how to contact our maintenance locations and how to obtain emergency after-hours service.

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. Therefore, no DAS vehicles have them.

GL 115

Fleet Operations would like to remind all operators of motor pools that General Letter 115 is the policy document for all motor vehicles used for state business. This document covers not only state-owned motor vehicles, but motor vehicles rented or owned by state employees that are used for state business. You can find GL115 on the Fleet Operations page of the DAS website. Besides providing answers to many Fleet policy questions, GL115 clearly outlines the responsibilities of all parties – agency heads, ATAs, DAS Fleet and the drivers.