



inroads

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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 information on fueling locations, accident forms and mileage reports.

Snow a four letter word

With winter just around the corner we will certainly be faced with inclement conditions before long, so the time to prepare is now. With that thought in mind we want to share with you an important change before the snow flies – a new law. On December 31 the following law goes into effect:

An Act Concerning the Removal of Snow and Ice from Motor Vehicles (*Public Act No. 10-182*) reads, in part:

Section 1. (NEW) (Effective December 31, 2013) (a)

The operator of any motor vehicle, as defined in section 14-1 of the general statutes, shall remove any accumulated ice or snow from such motor vehicle, including the hood, trunk and roof of such motor vehicle, so that any ice or snow accumulated on such vehicle does not pose a threat to persons or property while the vehicle is being operated on any street or highway of this state. Any operator who fails to remove accumulated ice or snow that poses such a threat shall be fined seventy-five dollars.

(b) If the operator of a noncommercial motor vehicle violates the provisions of this section and snow or ice is dislodged from such vehicle and causes personal injury or property damage, the operator shall be fined not less than two hundred dollars but not more than one thousand dollars for each offense.

If this sounds vaguely familiar it's because this legislation was originally passed back on June 8, 2010. Apparently the period of time between passing the bill until it becomes law was designed to allow ample time for word to get around.

To help make certain that all drivers of state-owned vehicles comply with the new law we encourage you to (1) communicate this responsibility to your employees who operate DAS vehicles, and (2) initiate dialog with drivers to ensure that they have the proper snow removal equipment for the vehicle they are assigned.

DOT Fueling

PLEASE NOTE: The DOT fueling station located at 359 South Main Street in Thomaston has **new hours - 7:00 AM – 2:45 PM** until further notice.

Plow Trucks

Running Reports in the Fleet Utilization Reporting System

DAS maintenance shops and all users of plow vehicles have a common goal – a trouble free winter. To help achieve this goal a pre-season check up and service is essential. And now is the perfect time to schedule an appointment - just call your closest garage today.

Preventative maintenance goes a long way toward avoiding the frustration of having a pile of snow and no way to remove it. Unfortunately, unlike passenger cars or vans, we do not have plow trucks available as spares/loaners. A thorough inspection of the plow and related components will be performed in addition to checking for any potential mechanical problems on the truck.

We initially shared this information back in November of 2009. Since there are many new people in fleet leadership roles we thought it would be worth rerunning.

As part of our ongoing effort to keep agencies informed so they can make decisions about their vehicle utilization and maintenance, DAS Fleet Administration has added some very powerful reporting output capabilities to the online *Fleet Utilization Reporting* application. If you have an ATA role in that system, you can log on and run the reports at https://www.biznet.ct.gov/Fleet_Apps. Choose a month and an agency and then choose a report by clicking on the report name in the dropdown menu that appears on the right side of the screen.

The “GO>>” link will turn green. Click GO>> and your report will appear in Adobe PDF format. Now you can print the report or save a copy to your desktop.

The *Average Utilization* report shows a 12-month average of *days used* and *miles driven* for each vehicle assigned to your agency. This will allow you to identify any under-utilized vehicles that could be turned in or used differently to save money. Turning in under-utilized vehicles and renting from DAS Fleet Operations on an as needed basis are some of the best ways to reduce your transportation costs.

The *Average Utilization* report also shows months reportable and months reported for each vehicle. This can give you a good idea of the driver’s reporting compliance. For example, if a vehicle has 12 months reportable and 12 months reported, the reporting compliance is as good as it can be. If, however, a vehicle has 12 months reportable and only seven months reported, there is clearly room for improvement in reporting compliance.

When the *Average Utilization* report is run for large agencies with lots of cars, it can be difficult to see the big picture of what’s going on. The report looks like rows and rows of data and who can tell what it means to the agency as a whole? This is where the histogram reports come in. The histogram reports count vehicles that fall within predetermined utilization ranges and display the results in a bar graph. If the bar for 800 to 1,000 miles driven is the biggest bar, you know that most of your drivers fall within that monthly average. These graphs will quickly give you an idea of how your vehicles are being utilized and will help identify vehicles that are on the low end of the utilization spectrum.

The last report we offer is the *Overdue for Maintenance* report. This report shows agency vehicles that are overdue for maintenance as of the report run date. One of our highest priorities is to provide your agency with safe, reliable vehicles, but we cannot do that if we are not able to perform regular inspections and maintenance. We urge you to make service appointments for all vehicles that appear on this report.