



inroads

November 2016

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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.

Software Update

October 20 was the ‘go live’ date for Fleet Operations new software, **Chevin Fleet Wave**. We have been testing many features, including the new monthly *Overdue for Service* reports that we have reviewed with some ATAs. Fleet Operations has also begun sharing communications with several pilot agencies regarding the changes that Fleet Wave will bring.

Because we will no longer be relying on the BizNet system to provide fleet data, pretty much everything regarding how you obtain information and use the software will be different than in the past. It should not be harder, just different.

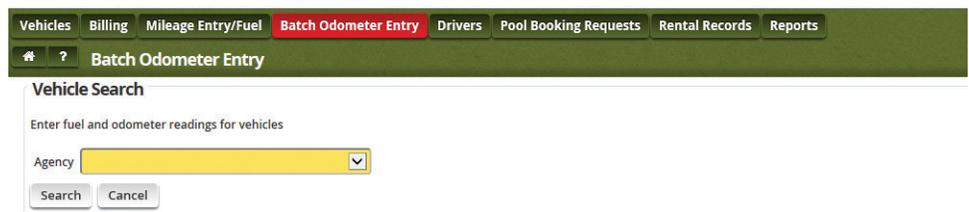
Here is an example of a prototype communication that we have developed regarding how to enter pool vehicle mileage. These views will change slightly based on the role(s) you required in Biznet.

1. Login in. The system will show you the screen below which is considered your Home Page.



2. Click on the module at the top titled **Batch Odometer Entry**.

3. Select your agency and click **Search**. It will only give you options of the agencies you required in Biznet.



4. The list of your agency’s vehicles will show. You enter the date the odometer was read (the last day of the month) and the mileage.

5. When done entering the mileage for the vehicles you are responsible for, click the **Save** button at the top.

Equip #	Plate #	Previous odometer date	Previous odometer	Odometer date	Odometer
10008	5-3100	10/4/2016	34437	11/16	0
10047	5-3142	10/4/2016	36310	11/16	0
10111	5-3204	10/4/2016	31331	11/16	0
10224	5-3328	10/4/2016	37281	11/16	0
10254	5-3334	10/4/2016	26810	11/16	0
10304	5-3353	9/23/2016	35529	11/16	0
10308	5-3227	10/4/2016	23689	11/16	0
10391	5-3360	10/4/2016	19620	11/16	0
10392	5-3361	10/4/2016	31980	11/16	0
10294	5-3363	10/4/2016	28331	11/16	0
10296	5-3365	10/4/2016	24280	11/16	0
10302	5-3371	9/2/2016	37980	11/16	0

Once we have finalized communications we will be reaching out to all agencies with the information and instructions that you will need to manage your fleet.

Fleet operations staff is spending November 1 – 3 in training to help staff become familiar with all aspects of Fleet Wave and to iron out bugs and make last minute adjustments.

Stay tuned for additional information.

DOT Fuel Stations

The updating of equipment and completing renovations at DOT stations has been moving along. DOT's goal has been to wrap up these projects before inclement weather can dictate schedules. The most recent update indicates that of the nine closures from earlier this summer that two are now back up and running. The stations being upgraded are listed below along with status updates from DOT. Please make your drivers who operate in this area know aware. Fleet Operations will send out updates as soon as we get them.

Location	Back in Service	Location	Back in Service
■ Farmington	11/16	■ Orange	11/16
■ East Haven	11/16	■ Milford	1/2017
■ East Windsor	(520 – 11/16, 704 – open)	■ Mansfield	open
■ Pomfret	2017	■ Waterbury	11/16
■ Union	11/16		

We've reached the time of year when winter is just around the corner. Remember the late October storm of 2011? Therefore, it is time to get all plow trucks that you lease from DAS into a Fleet Operations repair facility for a pre-winter inspection. Investing the time now to allow us to give each plow vehicle a thorough once over will pay dividends if it helps keep it fully operational all winter.

Plow Trucks

While an inspection cannot guarantee that there won't be any issues later on, it will certainly allow us to identify and address any concerns that we find. Fleet Operations encourages this inspection because, unfortunately, DAS does not have extra plow trucks available – this includes both our loaner and rental pools. This means that if one goes down you will have to do without until we can complete the necessary repairs.

So, don't take an unnecessary chance with something that can be so important to keeping your agency fully operational during snow events. Give the Fleet Operations location closest to you a call today to schedule an appointment.