



Lt. Governor Nancy Wyman Speaks at the launch of Aspiring Leaders



Tony Calabrese of DAS Communications photography show



Commissioner Donald DeFronzo Speaks at Black Heritage Month Celebration

APRIL 2012

DAS TIMES

Commissioners Break Ground

by John McKay



Top: Commissioner Don DeFronzo
Middle: Deputy Commissioner Bud Salemi
Bottom: Groundbreaking at the CCSU Campus Safety Building



Commissioner DeFronzo covers a lot of ground and sometimes even moves it himself. On April 12, the Commissioner attended the Central Connecticut State University (CCSU) ground breaking ceremony for their new Campus Public Safety Building. The new building will provide space for Public Safety personnel with locker rooms, evidence, records, short-term detention, and other support rooms.

“As a New Britain native, I can remember when CCSU was a small teachers’ college. CCSU has come to be one of the region’s largest employers with over 1500 staff members; it contributes over \$600 million annually to our local and state economy; it educates over 12,000 students each year for jobs in the sciences and the arts. Under the leadership of President Jack Miller, the university has become a reliable partner for the city of New Britain in its development planning – and for the entire region as well.”



Commissioner DeFronzo and Department of Construction Services (DCS) Deputy Commissioner Salemi attended the Connecticut Association of Street and Highway Officials (CASHO) annual meeting presenting overviews of their respective agencies and their functions and purpose in state government. The meeting

culminated with Governor Malloy addressing the group and complimenting both DeFronzo and Salemi by saying, “If you have projects ready to go, get your filings into us on time and we’ll get it done. When you’re dealing with commissioners like Don DeFronzo and Bud Salemi you’re talking about guys with ‘can-do’ attitudes.”

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Dannel P. Malloy
Governor

Donald J. DeFronzo
Commissioner

Jeffrey Beckham
Staff Counsel/
Director of Communications

Second DAS Matchmaker Conference Scheduled for June 21

by John McKay

MATCHMAKER2012

Following last year's successful business matchmaker conference, Governor Malloy, along with Department of Administrative Services, the Secretary of the State, the

Connecticut Procurement Technical Assistance Program, the University of Hartford, the U.S. General Services Administration and the U.S. Small Business Administration, have announced a second event will be held June 21, 2012, at the Gengras Student Center at the University of Hartford.

The conference is designed to match qualified, Connecticut-based, small businesses with federal and state prime contractors to increase business opportunities while providing prime contractors with the opportunity to meet small, minority, women and veteran-owned businesses to help them achieve their subcontracting goals.

"This is really shaping up to be our premier event of the year," said DAS Supplier Diversity Program Manager Meg Yetishefsky. "Last year's success was really overwhelming and there was so much positive output from the conference. We're hoping to make this year's event even better."

In addition, representatives from federal, state and local agencies will provide training on small business set-aside programs and how to become certified to bid on state and federal government contract work.

Meg Yetishefsky Keeps the Business Friendly Spirit in Supplier Diversity

by John McKay

Consistent with DAS' commitment to doing more online with little or no cost and maintaining a business-friendly outlook to customers, DAS Supplier Diversity Program Manager Meg Yetishefsky hosted a teleclass titled *Access to Markets: Doing Business with the State of Connecticut*.

The interactive workshop explained the benefits of becoming State-certified and walked customers through the process. It is easy and was done completely online.

Yetishefsky said, "I conducted this teleclass with over 20 companies in attendance. It was well-received and a great way to reach businesses without traveling. I was able to walk them through the process, talk them through sections of our website and answer their questions along the way. It was very productive."

DAS Procurement at your Service by John McKay

If you can't come to DAS Procurement, maybe a piece of DAS Procurement can come to you.

That's the theory behind DAS Procurement's new online instructional videos that are now available on the DAS website.

In DAS' ongoing efforts to make Connecticut more business friendly, Procurement Director Carol Wilson announced that they have streamlined the procurement process by allowing suppliers the ability to respond to contract solicitations **online**.

"Obviously we're trying to make the contracting process less paper dependent," said Wilson. "Uploading electronic documents, rather than sending in paper documents will create process and time efficiencies and reduce paper, postage and assembly costs."

Prospective bidders can now retrieve and review the solicitations, as well as respond to the solicitations through the DAS Biznet System. Responses are submitted electronically to DAS Procurement for review and consideration for contract award.

The DAS Procurement office has online instructional documents and online video

demonstrations that will guide users through the process of creating a Biznet account with DAS, uploading affidavits and non-discrimination forms, uploading Bid/RFP documents and preparing and submitting Price Schedules online. These can be found at:

<http://das.ct.gov/cr1.aspx?page=371>.



In addition, DAS has been conducting face-to-face training sessions held at different locations throughout the state. Check this website address for more information:

<http://das.ct.gov/cr1.aspx?page=390>.

"It's all about advancing and modernizing the process of submitting DAS solicitations," said Wilson. "Governor Malloy continues to want to make state government more streamlined and less cumbersome for businesses. By making this process electronic, DAS Procurement is now open 24/7. Bidders can upload and submit their documents at their convenience, not just during our business hours."

In addition, Procurement has established a DAS Business Friendly Initiative page on the site which is an excellent resource of information regarding DAS solicitations – visit it here: **DAS Business Friendly Initiatives**.

Aspiring Leaders

by Peggy Zabawar

DAS, along with the CT Training and Development Network team, kicked off the third session of the Aspiring Leaders Executive Development program on March 1, 2012. Aspiring Leaders is the managerial development program designed to give managers skill training in 14 competencies critical to leading in state government. These include decision making, strategic planning, project management and interpersonal skills. Managers take a rigorous training course of 10 modules and must develop a capstone project presentation, demonstrating that they are incorporating learning from classes into their agency-approved project.

On the day after a surprise snow storm, this year's event saw Lieutenant Governor Nancy Wyman come to the DOT Training Center to welcome this year's group and give some opening remarks. The Lt. Governor was followed by Dr. Martin Anderson, Deputy Commissioner of DAS, and sponsor of the Aspiring Leaders Program. Each class highlights a high level speaker from one of the three branches of Government. This year featured Commissioners from DEEP, DPH, and DOC and the Secretary of OPM. Also Executive Director William Carbone from the Judicial Branch, and State Representative Diana Urban spoke to the group. The Aspiring Leaders program gives managers a unique opportunity to learn practical skills and hear from government leaders about the triumphs and challenges of leadership.

So far, 47 managers have graduated from the program, from 20 different agencies. This year's group consisted of 28 managers representing 16 agencies. This includes our own DAS managers, Carolyn Kozak and Brenda Abele.

DAS expects that the Aspiring Leaders program will continue to build leadership capabilities in our state government managers for years to come. Each fall the invitation goes out to all Commissioners asking them to nominate manager-candidates for the program. Any manager interested in being considered for the Aspiring Leaders program, should contact his/her agency leadership or Human Resources division to request consideration for next year's program.



Top: Lt. Governor Nancy Wyman opens the Aspiring Leaders Executive Development program. Middle: Dr. Martin Anderson speaks. Bottom: The third Aspiring Leaders class on opening day.

Tony Calabrese on Display Highlights DCS Projects

by Nina Ritson

Tony Calabrese of DAS Communications recently displayed 19 pieces in the lower level hallway of the Legislative Office Building. Agency works are featured regularly in this corridor each month, but from March 16 - March 30 it was all about the Department of Construction Services and Tony's photography. Images displayed were photographs of recent construction projects from DCS.

Calabrese, a photographer with the state of Connecticut for more than 28 years, is also a fine arts photographer after hours. His imagery, with the rich hues and crisp blue skies, captured the interests of hundreds of passerbys each day. Tony's photography has created a visual record of the work of the state's construction agency and helped to show off the fine job they have done.



Tony Calabrese, DAS Photographer, is seen standing in the lower lobby corridor of the Legislative Office Building.

It's Auction Time

by John McKay

State auctions come in many shapes and sizes. There are property auctions and vehicle auctions. There are truck and equipment auctions along with the occasional transit bus auction.

Most are well-attended and all are successful, but what it really boils down to is the bottom line for the General Fund. For fiscal year 2010-2011, the auction total was \$1,846,560 with two vehicle auctions bringing in over a million dollars to the state.

The 2011-2012 auction fiscal year is on par to meet or maybe surpass last year's total. With the end of the fiscal year still a few months away, this year's auction total is already at \$1,760,468.

“To have successful vehicle auctions requires a joint effort by the Surplus Unit, Wethersfield Fleet and our contracted vendor, Clearing House Commercial. Each play a vital role in making sure that surplus vehicles are made available for purchase to our state agencies and municipalities before auctioning them to the general public. Also, good weather never hurts,” said, J. Carlos Velez, Procurement Program Manager.

People are talking..... by Cindy Rusczyk

Debby Hearl from the DAS SmART Division sent the following message of praise to SHRM Director Pamela Libby to talk about **Scott Nattinger** as HR Liaison. "I recently had the opportunity to work with him providing services to DCS and OCME. He consistently provides excellent customer service and gives as much time as it takes to work through issues as I become familiar with the needs of these small agencies. I appreciate not only his expertise but also his calm, straight-forward communication style. Thank you."

Office Manager Gayle Gulaya from The H.R. Hillery Company wrote to Program Manager Meg Yetishefsky commending two employees saying, "Yesterday I spoke with **Linda Huntley** to follow up on our certificate. I was made aware of computer problems your department is having but that was not used as an excuse to put me off. Linda referred me to **Stanley Kenton**. He, as well as Linda, was so pleasant and professional that I felt I had to let someone know. Stanley had my file on his desk and was in the process of reviewing it. Within a half hour of my conversation with him the certificate was e-mailed to me and I am so appreciative. I want to thank both Linda and Stanley for outstanding work under what I expect at this time is difficult circumstances."

Principal Attorney Tracie C. Brown From FOI Commission praised **Communications Director Jeffrey Beckham** for "providing the Information Technology Update at the Commission's annual conference on 'Economic Development and the FOIA: Can they peaceably co-exist?' Your comments were informative, timely and refreshingly consistent with the FOI Act's broad policy in favor of prompt disclosure. We've received many positive comments about your comments and I hope you heard some of them yourself. We certainly hope that you enjoyed participating and will be available next year! Again, thanks for contributing your time and effort to make this educational program such a great success."

The following message was sent to Commissioner DeFronzo: "Good Afternoon Don; I just spent about twenty minutes on the phone with **Melissa Marzano** from Procurement Services. It was the first time I've spoken with her. I got Melissa because I was transferred to her line. The person I was trying to contact was not available. Melissa was courteous, professional, very knowledgeable and most of all, very helpful. Although I knew very little about the subject matter, Melissa was

very patient and took her time to explain everything. I was impressed! I've experienced good service from your department but Melissa's service today was outstanding. Tom Peters who wrote 'In Search of Excellence' would call Melissa's contribution, 'excellent customer service.' This note is being written because Melissa made me feel I was the most important person during the time we spoke. I don't know what your Commission's protocol is but I would surely appreciate it if you signed this note and personally delivered it to Melissa. I believe she has earned it and deserves it. Thanking you in advance, Alphonse Wright."

A message was sent to Supplier Diversity Program Manager **Meg Yetishefsky** from Alphonse Wright regarding a certification: "Good afternoon Meg, first of all, thank you very much for immediately accepting my request. Second, I am amazed at the quick processing turnaround time. Third, I am most grateful and gracious that my application was accepted and a certificate issued. This is the second outstanding and excellent customer service experience I've had with DAS in the past week! It would be great if all state agencies had employees like yourself, **Marisol Rivera** and **Melissa Marzano** who not only know the meaning of customer service but provide outstanding/excellent customer service. I commend you and Marisol. Many thanks again and, please give my thanks and regards to Marisol for her fine contribution to this process.

"Kudos" from Peggy Zabawar "to **Mike Guimond**, **Alex Caceres** and **Matt Costa**. The Print Shop has been providing great support to Strategic Services for the Aspiring Leaders program, printing multiple documents for biweekly training sessions. They've been so helpful in producing complicated packages, on time, perfectly produced, and delivered! Their spirit of cooperation and helpfulness, and excellent service make them so easy to work with. Thank you!"

David Gaiewski from North American Equipment Upfitters submitted their bid for bucket trucks and wrote to **Pat DeConti** "to compliment the online system of submitting bids. It is well organized and provides a good fluid method of submission. Thank you."

Economic Development Specialist Lisa Powell from the U.S. Small Business Administration thanked Supplier Diversity Program Manager **Meg Yetishefsky** and **Mark Carroza** “for taking the time from your busy schedules in order to participate in the workshop yesterday. The attendees walked away with a lot of good information which will assist them in their contracting endeavors. I peaked at some of the evaluation sheets and all the comments reflected that the attendees found the workshop to meet or exceed their expectations. Great job!”

Meg Yetishefsky acknowledged **Mark Carroza** for his “presentation to a number of S/MBE’s at this workshop in Hartford. Mark did such a great job in presenting the DAS Procurement Portal information to the vendors attending this workshop. It is always a pleasure to present with Mark; his presentation is always professional and informative.”

Connie Vogt from the Burns Construction Co., Inc. commended **Lori Coleman** and thanked her “for your patience in answering all of my questions and the courtesy you afforded me. Seldom in this 24/7 business environment do you receive your level of customer service; it was apparent that you enjoy your job and enjoy helping others. You are a true professional and have a wealth of knowledge concerning your department. If you would do me one more favor, I ask that you share this email with your supervisor; I believe that your commitment and dedication should be noted. Thank you again for all of your help.”

March Blood Drive

by John McKay

Well, we almost made our projected goal of 42 pints. Thanks to the ten walk-ins who answered our plea for donors on the day of the drive, we ended up with 36 pints. Not too bad considering we only had 45 appointments scheduled going into the drive (we normally have 55 to 63 scheduled) and we had ten cancellations on the day of the drive due to illness or conflicts with their schedules. The drives held at the State Office Building normally meet their quota plus some!



Paul Sullivan, Chief Executive Officer of the Red Cross wrote in a letter to Teresa Dupont, “I’m pleased to share that your organization has achieved the Platinum Level based on your employee’s donations during 2011. Platinum is the highest achievement in the Life Share Program and is awarded to sponsors with the participation rate of greater than 30 percent. Families and communities depend on the Red Cross in times of need; yet the Red Cross depends on the support of the American people to help sustain the foundation.”

Let’s try to make up the shortage - please plan to donate at our next drive on Monday, May 7, 2012 in Room G38 A&B.

Of course, the blood drives we sponsor could never be successful without the generosity of our blood donors, volunteers and refreshment providers.

Crystal Bryant
Quincy Cole
Lori Coleman
Eva Green
Allyn DeMaida

Will Hauschulz
Suzanne Hawkins
Juanita Lentocha
Eva Orlinski
Marisol Rivera

Olga Shicko
Lilka Valle
Madeline Vargas
Fred Yopp
Dina Ziolkowski

Thank you to the people listed above who helped out with our March drive!

Who Is Your Floor Captain?

by Nina Ritson



With the consolidation of many agencies into DAS there emerged a need for an update in the emergency preparedness plans. For one thing, we have the new teams of Floor Captains. Michelle Burns of DAS Human Resources serves as one of the Fire Evacuation floor captains at 165 Capitol Avenue.

Michelle told us, “As a Floor Captain, my responsibility is to see that each office is evacuated as well as the restrooms in my assigned area. Everyone must exit the building via the assigned staircase for their section of the building. Never use the elevators! Once all offices are cleared, I report to the guard that all is clear or that I have someone still on a floor. I then join everyone at the designated area for evacuation. For the State Office Building that area is in the back parking lot. We are not allowed to cross the street and congregate in other areas so that we do not interfere with fire trucks and emergency vehicles trying to enter the parking lot.”

Michelle went on to describe the procedure for persons with disabilities who may have difficulty with the stairs. In the event that someone is unable to use the staircase they should have a red emergency phone. The outlets for these phones are located on each floor near the elevators “These phones are checked by the Fire Department once they arrive at the building, so employees should not be overwhelmed if the phone isn’t answered immediately. I also notify the guard when I exit that someone is still on the fourth floor. If an individual cannot walk down the stairs in an emergency and needs a red phone, they need to contact the Security Office on the ground floor. Michelle says as soon as an alarm sounds, treat this as a true emergency and not a drill. “Exit the building with your jacket, your purse, your keys and most importantly don’t forget your state ID badge as you will need it to re-enter the building. In addition, everyone should be aware of emergency procedures in this building - and do not wait until a true emergency to find out.”

[Linked here](#) is a list of **Floor Captains** for 165 Capitol Avenue. In addition, The State Office Building Emergency Response Manual is located at the DAS website under the tab for **Bureau of Property and Facilities Management > Security > Documents > State Office Building Emergency Response Manual**. Please take a minute and read through the manual.

Sigourney Street Garage

by Jeffrey Beckham

The Department of Administrative Services announced in February that the parking garage at the state-owned office building at 25 Sigourney Street in Hartford would be closed. Alternative parking was provided in the vicinity of the building with shuttle service.

In 2011, DAS ordered a new study of the garage in order to resume efforts to rehabilitate the facility. DAS requested a detailed assessment of the parking garage structure to update estimated costs associated with the previously planned renovation. The study, conducted by an architectural firm and structural engineers and reviewed by our colleagues at DCS, has concluded that the garage structure is in need of major repair or replacement.

The consultants also advised DAS that, while the structure currently remains stable to maintain its intended load, the State should make plans for alternative parking and move to close the garage to all traffic, vehicular and pedestrian. The parking structure underneath the building and the core building do not suffer from the same deficiencies as the attached garage.

Based on the study, and out of an abundance of caution, DAS determined that the garage should be closed. 25 Sigourney Street houses the departments of Revenue Services, Social Services other state agencies.

Daffodil Collections for American Cancer Society

by Nina Ritson

Procurement's Joanne Cusano took the charge this year and headed the 2012 American Cancer Society's "Daffodil Days" fundraising - and she got results!! With the help of employees at DAS this year's event was an enormous success.



Randy Daigle of the Department of Construction Services, **Steven C. Casey** and **Julie Bernosky** of 101 East River Drive, E. Hartford, **Stacey Williams** on the sixth floor, and **Jessica Gioia** handling the fifth floor at the State Office Building.

"In addition," she said, "a special thank you goes to Pam Libby's group for soliciting many of their people."

Daffodils were delivered March 20 just in time for the early spring!

Cusano was grateful for the help she received from her coworkers in DAS. She said in a letter to all employees, "We not only made our calculated goal of \$1,500, we surpassed it. The grand total raised for this event was \$1,696 for the American Cancer Society and I could NOT have done it without all of you. I would also like to extend a "special" thank you to John McKay and the Communications team for getting the infograms out and to the following people for working with me in their locations:

THE 11TH ANNUAL BLACK HERITAGE CELEBRATION

Friday, February 17, 2012

11:30 am - 1:00 pm

Fifth Floor Mechanical Room

by Nina Ritson



The agencies residing in the State Office Building convened once again to celebrate Black Heritage in our nation. This year's presentation featured keynote speaker Frank Harris III, Chair of the Journalism Department at Southern Connecticut State University and columnist for the Hartford Courant.

This year's 35th Black Heritage series forever stamp was unveiled honoring John H. Johnson, the trailblazing publisher of Ebony, Jet, and other magazines. Johnson overcame poverty and racism to build a business empire embracing magazines, radio stations, cosmetics, and more. His magazines portrayed African-Americans positively at a time when such representation was rare, and played an important role in the civil rights movement.

DAS Commissioner Donald DeFronzo opened the event by complimenting Mary Taylor on her rendition of the Negro National Anthem, "*Lift Every Voice and Sing*" and reflected on a time when the covers of Johnson's magazine first hit the

newstands. He also discussed the accomplishments of African-American leaders in our communities over the years. Commissioner of Agriculture Steven Reviczky shared "The act of planting a seed is an act of faith, and that the gap in education is a result in failed stewardship. It is better to build children than to repair adults." Commissioner of the Department of Consumer Protection William Rubenstein recalled seeing the magazines when they first appeared in stores with the penny candy, and Commissioner Stefan Pryor of State Department of Education recanted how the freedom inspired by the story of the Amistad holds true today in education. "Connecticut has one of the largest achievement gaps in the nation, which underscores the urgency for education reforms proposed by Governor Malloy this year. This is an extraordinary, once-in-a-





generation moment in our state to position all students for future success.” Commissioner

Pryor then went on to read the official Proclamation from Governor Dannel P. Malloy. Due to a scheduling conflict Deputy Commissioner Salemi could not attend, so Department of Construction Services was represented by Bruce Bockstael, Chief Architect.

The 2012 stamp was then unveiled by Angela Berry (Black Heritage Celebration Chairperson, SDE) and Stamp Dedication Ted Goonan, Acting U.S. Postmaster, U.S. Postal Service, Hartford, Connecticut. This was followed by a poem read by Lisa Rochester, “The Journeys” told by Mary Taylor, Barbara Brown, Levy Gillespie, and James Mitchell, and a presentation by guest speaker Frank Harris III. The event closed with a lunch buffet served on the first floor lobby.

Congratulations to all members of the Black Heritage Celebration Committee and to State Department of Education’s talented artist, Andrea Wadowski, for the wonderful poster and program design.

Save the Date THE 10TH TASTE OF DAS

by John McKay

Wednesday, May 16, 2012

11:30 am - 1:00 pm, Fifth Floor Mechanical Room

The DAS Diversity Council will be hosting its 10th Annual Taste of DAS on Wednesday, May 16 and we’re hoping to make it as delicious as ever!

Our focus this year is on the meals themselves. Remember, we will have the Sweet Taste of DAS to showcase our yummy desserts, so if everyone participating could make an entree, the Diversity Council would really appreciate it. Please note that the Sweet Taste of DAS will be held at 101 East River Drive in East Hartford later this year.

We will also repeat our **FAST PASS** program! This program allows those who participate by bringing a dish to move to the front of the line when the room opens.

For more information contact any Diversity Council member:

Colleen Carter, Diane Dalo, Brenda Abele, Martin Anderson, Catherine Abadom, Ana L. Matos, Anna Marie Rohon, Cornelius Henderson, Marianne Courchaine, Catherine McGuire, Donna Camillone, Deborah Peterson, John McKay, Kristine Skoczylas, Nazar A. Eltahir, Lorraine Vittner, Tara Talbert, and Johnette Tolliver.

Comings and Goings

Retired:

Loretta Smith - MIS
Kevin Bachman – Facilities Management
Augustus Cavallari – Legal Services
Susan Thomas - Procurement

New employees:

Carla Atkins-Brookens – Collection Services
Norma Zevallos-Olaechea – Collection Services
Jason Crisco – Strategic Services



Jason Crisco



Gus Cavallari



Kevin Bachman



Norma Zevallos-Olaechea



Carla Atkins-Brookens



Loretta Smith



Susan Thomas