



STATE OF HAWAII
DEPARTMENT OF ACCOUNTING
AND GENERAL SERVICES
P.O. BOX 119
HONOLULU, HAWAII 96810-0119

December 1, 2003

COMPTROLLER'S MEMORANDUM 2003-34

TO: All Departments

FROM: Russ K. Saito
State Comptroller *Russ K Saito*

SUBJECT: Central Motor Pool Repair Services

The State Central Motor Pool offers general automobile and light truck repair services at 869-A Punchbowl Street (Parking Garage behind the Department of Transportation Building). The motor pool is able to do general repair services including:

- Lube and Oil changes
- Tune ups
- Brake work
- Air-conditioning services.
- Safety Check

Attached is a price list for your use. If you have any questions, please call Stanley Takahashi Motor Pool Supervisor at 586-0345.

Attachment (1)
Central Motor Pool Services Price List

Motor Pool Services Price List
Department of Accounting And General Services
Automotive Management Division

Cars & light trucks - 4X4 vehicles extra

- 1. Oil & filter service** (6000 mi.)
 - Change oil & filter
 - Lubricate chassis
 - Check safety equipment. (Lights, wipers, etc.)
 - Check & fill all fluid levels
 - Check & inflate tiresEstimated cost - \$25.00

- 2. Annual service** (12000 mi.)
 - Oil & filter service
 - Inspect front brake pads
 - Inspect exhaust system
 - Inspect hoses & belts, adjust if necessary
 - Load test battery & test alternator performance
 - Visually inspect suspension components
 - Pressure test cooling systemEstimated cost - \$75.00

- 3. Major service** (24000 mi.)
 - Annual service
 - Inspect rear brakes
 - Repack wheel bearing if necessary (non-driving wheels)
 - Rotate & balance tiresEstimated cost - \$140.00

Additional services available at a recommended 30,000 mi. interval

- Replace spark plugs
- Replace air & fuel & crankcase filters
- Service automatic transmission, install filter kit
- Flush & refill cooling system - replace thermostat

General information:

- Service hour's 7:00am to 4:00pm
- Call 586-0345 for appointments
- Repair rate - \$40.00hr based on Chilton flat rate repair manual