LINDA LINGLE
GOVERNOR

RUSS K. SAITO
Comptroller

KATHERINE H. THOMASON
Deputy Comptroller

AMD 03.0046

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

December 12, 2003

2003 DEC 15 A 8: 13
DIRECTOR'S OFFICE
DEPT. OF
TRANSPORTATION

COMPTROLLER'S MEMORANDUM 2003-33

TO: Heads Of Departments

SUBJECT: Gasoline Fuel Purchases Minimum Octane Ratings

The issuance of State Procurement Office (SPO) Price List No. 01-40 for State Fleet Gas Cards allows agencies to purchase unleaded gasoline at a substantial cost saving. The fleet card system also provides monthly reports on fuel purchases for each vehicle.

This is to instruct each state agency to monitor and control the quantity and grade of gasoline purchased for its vehicles. To minimize operating costs, each agency shall purchase only the recommended octane grade fuel. Agencies currently purchasing premium grade gasoline shall submit a request to this office via the Automotive Management Division, justifying the need to continue this practice. Justification is due by December 23, 2003.

We will secure bulk purchases of regular grade gas in future bids, unless the use of premium or mid grade gas is justified and approved. Without an exemption for bulk purchase of premium grade gasoline, agencies shall use the gas card system for vehicles which require premium grade gasoline.

If there are any questions, please call Brian Saito of the Automotive Management Division at 586-0343.

Russ K Saito
RUSS K. SAITO
State Comptroller

c: Aaron Fujioka, SPO Administrator

DEC 16 2003