LINDA LINGLE
GOVERNOR

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AMD 03.0047

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

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

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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 tires

   Estimated 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 system

   Estimated cost - $75.00

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

   Estimated 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