

INTRODUCTION

HAWAIISTATECARS.COM

New look beginning June 1, 2016

PARTICIPANTS

State Procurement Office:

- ▶ Bonnie Kahakui
- ▶ Shannon Ota
- ▶ Shawn Richey

Panda Travel:

- ▶ Ken Ikeda
- ▶ Ammon Casey

Enterprise/Alamo/National:

- ▶ Nadine Cunningham
- ▶ Kana Yamamoto

USER ACCOUNTS

REGISTERING A NEW USER ACCOUNT

- ▶ Note: Registering for an account is optional. You can still reserve a car on hawaiistatecars.com without logging into an account.
- ▶ Registering an account is easy and provides time saving benefits when booking cars.
 - ▶ Less information to enter on booking form.
 - ▶ Access your booking history at any time.

REGISTERING A USER ACCOUNT

► Click the "Register" link in the top right of the page



REGISTRATION FORM

- Completely fill out the registration form
- Be sure to use your official State of Hawaii or Jurisdiction's email address

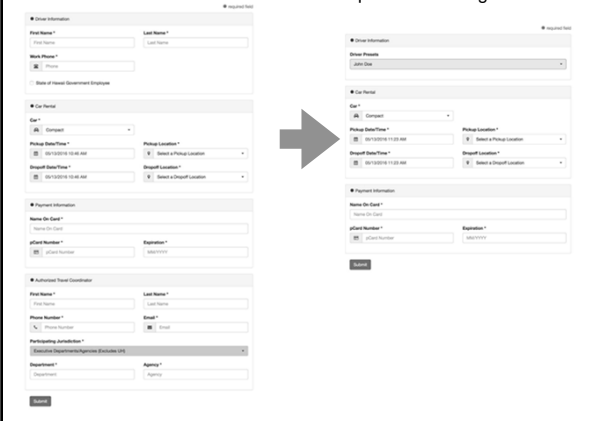
Register

First Name First Name	Last Name Last Name
Email Email Address	Phone Phone Number
Participating Jurisdiction Executive Departments/Agencies (Excludes LH)	
Department Department	Agency Agency
Password Password	
Confirm Password Password	

REGISTER

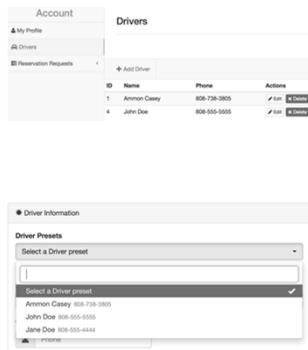
Request Form: Guest User

Request Form: Registered User



DRIVER PRESETS

- ▶ If you frequently book reservations for the same drivers, you can save the driver's info in your account dashboard.
- ▶ When requesting a reservation you can select the saved driver preset from a dropdown list, and avoid having to manually enter the same info over and over again.



USER ACCOUNT DASHBOARD

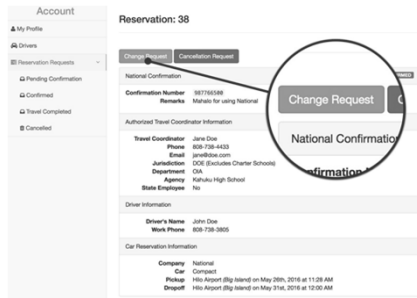
RESERVATION REQUEST HISTORY

- ▶ View the status of pending reservation and access a historical list of all reservation created by you.

Panda ID	Confirm #	Company	Driver	Car	Pickup Location	Dropoff Date Time	
39	989922311	Alamo	John Doe	Compact	Kona - Keahole Airport	04/29/2016 11:29 AM	View
38	987766589	National	John Doe	Compact	Hilo Airport	12/28/2015 12:00 AM	View
14	332244555	Enterprise	John Doe	Truck	Aiea/Pearl City	12/28/2015 01:57 PM	View
10	989988766	Enterprise	John Doe	Full-Size	Kahului Airport	07/28/2015 01:56 PM	View
7	556774898	Enterprise	John Doe	Compact	Lahaina/Kaanapali	07/28/2015 01:54 PM	View
4	223344599	Enterprise	John Doe	Full-Size	Hilo Airport	07/28/2015 01:53 PM	View
3	112233488	National	John Doe	SUV Standard-Size	Hilo	07/28/2015 01:51 PM	View
2	123334488	Alamo	John Doe	Mid-Size	Kona - Keahole Airport	07/28/2015 01:50 PM	View

REQUEST CHANGES OR CANCELLATIONS

- ▶ You have access to controls for requesting changes or cancellations to your reservations from your account dashboard.



REQUEST A CHANGE WITHOUT AN ACCOUNT

- ▶ To request a change or cancellation to your reservation without a user account you will need to enter the confirmation number that you received from Enterprise, Alamo or National Hawaii.

Reservation Change

Please enter the confirmation number for your original reservation this should be a 9 or 10 digit sequence

Confirmation #

PRICE LIST CHANGE

- ▶ Price increase effective June 1, 2016
- ▶ Prices good until May 31, 2017

Rental Agency	Enterprise Rent-A-Car	National Car Rental	Alamo Rent-A-Car
Car Size	Daily Rates		
Compact	\$51.00	\$52.00	\$53.00
Midsi/Intermediate	\$51.50	\$53.50	\$54.50
Full	\$61.00	\$63.00	\$64.00
Mini-Van (7-8 passenger)	\$79.00	\$80.00	\$81.00
2 door, 4 WD Jeep	na	na	\$76.00
4 door, 4WD Jeep	na	na	\$80.00
Sports Utility Vehicle (standard)	\$77.00	\$79.00	\$81.00
Sports Utility Vehicle (full size)	\$170.00	na	na
Trucks & Cargo Vans (optional)	\$79.00	na	na
15 - passenger van (optional)	\$160.00	na	na
Drop Charges (subject to all state/county taxes)	\$25.00 (Oahu, Maui, Kauai, Molokai) \$35.00 (Hilo/Kona or reverse)		
Additional Driver Fee	waived	waived	waived
Under Age Driver Fee (21-25 yrs.)	waived	waived	waived
Grace Period	59 minutes	59 minutes	59 minutes
Overtime Charges	\$10.00 per hr.	\$10.00 per hr.	\$10.00 per hr.
Locations	See Exhibit A		

REMINDERS

- ▶ **FUEL.** Rates include one tank of gas.
- ▶ **CAR INSURANCE.** No car insurance, such as collision damage waiver, personal accident, personal effects, or supplemental liability shall be purchased by an employee as the State is self-insured. Employees choosing to purchase insurance shall be responsible for the cost.
- ▶ **VEHICLE INSPECTION.** Employees are required to inspect vehicle for damages prior to leaving the rental pick up area. Any damages shall be reported to the respective rental agent immediately. A copy of the report, if any, shall be retained with the employee's travel documents for verification, if required.

ACCIDENT CLAIMS

- ▶ All automobile accidents or incidents involving rental cars shall be reported to the jurisdiction's Risk Management Office.

Jurisdiction	Risk Management Office Phone No.
Executive Branch (including DOE, HHSC, OHA, Judiciary)	586-0547
City & County of Honolulu (including Honolulu City Council, Honolulu Board of Water Supply)	768-3858
Honolulu Authority For Rapid Transportation	768-3859
County of Hawaii Department of Water Supply	961-7222
County of Maui (including Maui County Council, County of Maui-Department of Water Supply)	270-7897
County of Kauai (including Kauai County Council)	241-4915
Kauai Department of Water	245-5423

- ▶ Enterprise Rent-A-Car, Alamo Rent-A-Car, National Rent-A-Car shall submit claims directly to the Risk Management Office, and not the jurisdiction's employee. If the State/County denies liability on the basis that the employee was not operating the vehicle within the scope of employment at the time of the loss, the Company may handle the matter directly with the employee.

THANK YOU!

Contact Information

- ▶ State Procurement Office: Bonnie Kahakui (808) 587-4702
Shannon Ota (808) 586-0563
Shawn Richey (808) 586-0577
- ▶ Panda Travel: Ken Ikeda (808) 738-3352
toll free (888) 726-3288

Ammon Casey – acasey@panda-group.com
- ▶ Enterprise Holdings (Enterprise, Alamo, National):
Call Center Team (808) 924-5459
