

Vehicle Preventive Maintenance Eligible Items Effective October 1, 2019

Preventive Maintenance - Preventive maintenance means all maintenance costs related to vehicles and non-vehicles. Specifically, preventive maintenance includes all the activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset in a cost-effective manner, up to and including the current state of the art for maintaining such an asset.

Submission Requirements

For Approval:

- Any cost more than \$2,000 must be approved by SDDOT staff. Send an email to SDDOT Asset Specialist with the issue, and estimated costs.

For Submission:

- Submission must include preventive maintenance reimbursement request form, invoice(s), which must include the check number, or last 4 digits of the credit card uses, date paid, last 4 digits of the vehicle's VIN, and funding source.
- All invoices must be entered into the State's asset management software before payment will be processed.

Eligible Items

A/C Compressor	Fan Belts	Shift Lever & Control Linkages
A/C Condenser	Flushing	Shipping/Freight on items shipped to the transit
Air Filter	Fuel Filters	Shock Absorbers
Air Conditioning	Fuel Pumps	Spark Plugs/Glow Plugs
Alternators	Heat Pumps	Some Spare Brake Pads
Antifreeze	Gas Strut	Some Spare Tires
Axle Seals	Grease	Starter Assemblies
Balancing, mounting, valve stem replacement	Headlight(s)	Starter Circuits
Ball Joints	Hose Assemblies	Step Treads
Battery	Hoses and Splices	Tire Disposal Fees
Battery Terminal	Hydraulic Seals on lifts	Tire Rotation
Blower Motor	Idler Pulley	Tires
Brake Master Cylinder Assemblies	Jump Start	Transmissions
Brake Calipers	Lifts	Turn Signal Switches and Assemblies
Brake Pads	Lift Trigger Assembly, Trigger Arm Assembly	U joints
Brake Rotors	Muffler	Walk-on Doors (Must explain)
Brake Shoes	Oil Change	Water Pumps

Catalytic Converters	Oil Filter	Wheel Alignment
Clearance Light(s)	Parts cleaner fluid/other fluid	Wheel Seals
Coolant Filter	Passenger Seats	Wheel/Tire Alignment
Diagnostic Tests/Engine Repair	Radiator	Wheelchair Securements
Driver's Seats	Seat Belt Tensioner	Windshields, Chips
Electrical Wiring (Need to know why)	Seat Upholstery	Wipers and blade (s)
Exhaust Systems	Seatbelts	Wiper Fluid

Ineligible Items

Body Damage- Including collision with animals	Towing of any kind
Core Deposit (any kind)	Repairs due to hitting trees hanging tree branches, running into bus barn doors, etc.
Glass in walk-on doors if due to collision	Issues due to not following maintenance plan
Neglect	Collision vehicles-either your own or another party