



STATE OF HAWAII
STATE PROCUREMENT OFFICE

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September 23, 2025

TO: Executive Departments/Agencies Senate
Department of Education Judiciary
Hawaii Health Systems Corporation City and County of Honolulu
Office of Hawaiian Affairs Honolulu City Council
University of Hawaii Honolulu Board of Water Supply
House of Representatives Honolulu Authority for Rapid
Transportation

FROM: Bonnie Kahakui, Administrator 

SUBJECT: **Change No. 5**
SPO Price List Contract No. 22-10
ARMORED CAR SERVICES ON OAHU
IFB No. 22005
Expires: March 31, 2026

The following change has been made to the price list contract:

- Digital receipts have replaced shipment receipt books and ordering instructions have been added to reflect changes to the service process.

The current price list contract incorporating Change No. 5 is available on the SPO website: <http://spo.hawaii.gov>. Click on *Price and Vendor List Contracts* on the home page.

If you have any questions, please contact Shane Duyvejonck at (808) 586-0551 or shane.duyvejonck@hawaii.gov

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**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

SPO Price List Contract No. 22-10
Replaces SPO Price List Contract No. 17-13
Includes Change No. 5
Effective: 09/23/2025

THIS SPO PRICE/VENDOR LIST CONTRACT IS FOR AUTHORIZED BUSINESS ONLY

ARMORED CAR SERVICES ON OAHU

(IFB No. 22005)

April 1, 2022 to March 31, 2026

PARTICIPATING JURISDICTIONS listed below have signed a memorandum of agreement with the SPO and are authorized to utilize this vendor list contract.

Executive Department/Agencies
Department of Education (DOE)
Office of Hawaiian Affairs (OHA)
University of Hawaii (UH)
Hawaii Health Systems Corporation (HHSC)
House of Representatives (House)
Senate

Judiciary
City & County of Honolulu (C&C of Honolulu)
Honolulu City Council
Honolulu Board of Water Supply
Honolulu Authority for Rapid Transportation (HART)

The participating jurisdictions are not required but may purchase from this vendor list contract, and requests for exception from the contract is not required. Participating jurisdictions are allowed to purchase from other contractors; however, HRS chapter 103D and the procurement rules apply to purchases using the applicable procurement method and its procedures, such as small purchases or competitive sealed bidding. The decision to use this contract or to solicit pricing from other sources is at the discretion of the participating jurisdiction.

POINTS OF CONTACT. Questions regarding the products listed, ordering, pricing, and status should be directed to the contractor (s).

Procurement questions or concerns may be directed as follows:

Jurisdiction	Name	Telephone	FAX	E-mail
Executive	Shane Duyvejonck	586-0551	586-0570	shane.duyvejonck@hawaii.gov
DOE	Procurement Staff	675-0130	675-0133	G-OFS-DOE-Procurement@k12.hi.us
HHSC	Nancy Delima	359-0994	n/a	ndelima@hhsc.org
OHA	Christopher Stanley	594-1833	594-1865	chriss@oha.org

Jurisdiction	Name	Telephone	FAX	E-mail
UH	Sarah Allen	956-2189	n/a	Sarah-Jane.Allen@hawaii.edu
House	Brian Takeshita	586-6423	586-6401	takeshita@capitol.hawaii.gov
Senate	Carol Taniguchi	586-6720	586-6719	c.taniguchi@capitol.hawaii.gov
Judiciary	Tritia Cruz	538-5805	538-5802	tritia.l.cruz@courts.hawaii.gov
C&C Honolulu	Procurement Specialist	768-5535	768-3299	bfs purchasing@honolulu.gov
Honolulu City Council	Kendall Amazaki, Jr.	768-5084	n/a	kamazaki@honolulu.gov
Honolulu City Council	Nanette Saito	768-5085	768-5011	nsaito@honolulu.gov
Honolulu Board of Water Supply	Procurement Office	748-5071	n/a	fn_procurement@hbws.org
HART	Dean Matro	768-6246	n/a	dean.matro@honolulu.gov

USE OF PRICE & VENDOR LIST CONTRACTS BY NONPROFIT ORGANIZATIONS. Pursuant to HRS §103D-804, nonprofit organizations with current purchase of service contracts (HRS chapter 103F) have been invited to participate in the SPO price & vendor lists contracts.

A listing of these nonprofit organizations is available at the SPO website: <http://spo.hawaii.gov>. Click on *For Vendors > Non-Profits > Cooperative Purchasing Program > View the list of qualifying nonprofits eligible to participate in cooperative purchasing.*

If a nonprofit wishes to purchase from a SPO price or vendor list contract, the nonprofit must obtain approval from each Contractor, i.e., participation must be mutually agreed upon. A Contractor may choose to deny participation by a nonprofit. Provided, however, if a nonprofit and Contractor mutually agree to this arrangement, it is understood that the nonprofit will retain its right to purchase from other than a SPO price or vendor list Contractor(s).

CONTRACTOR. CR Dispatch Service, Inc. dba Security Armored Car and Courier Service of Hawaii is the Contractor that is authorized to provide armored car services for various state agencies on Oahu.

VENDOR CODE for annotation on purchase orders are obtainable from the *Alphabetical Vendor Edit Table* available at your department's fiscal office. Agencies are cautioned that the remittance address on an invoice may be different from the address of the vendor code annotated on the purchase order.

COMPLIANCE PURSUANT TO HRS §103D-310(c). Prior to awarding this contract, the SPO verified compliance of the Contractor(s) named in the SPO Price List Contract No. 22-10. *No further compliance verification is required prior to issuing a contract, purchase order, or pCard payment when utilizing this contract.*

PURCHASING CARD (pCard). The State of Hawaii Purchasing Card (pCard) is required to be used by the Executive department/agencies, excluding the DOE, HHSC, OHA, and UH, for orders totaling less than \$2,500. For purchases of \$2,500 or more, agencies may use the pCard, subject to its credit limit, or issue a purchase order.

Note: Vendors may impose a transaction fee, not to exceed 4%, for pCard transactions.

PURCHASE ORDERS may be issued for purchases of \$2,500 or more and for vendors who either do not accept the pCard, or set minimum order requirements before accepting the pCard.

PAYMENTS are to be made to the Contractor(s) remittance address. HRS §103-10 provides that the State shall have thirty (30) calendar days after receipt of invoice or satisfactory completion of contract to make payment. Payments may also be made via pCard.

SPO PL Contract No. 22-10 shall be typed on purchase orders issued against this vendor list contract. For pCard purchases, the SPO PL Contract No. 22-10 shall be notated on the appropriate transaction document.

LEASE AGREEMENTS are not allowed under this contract.

STATE GENERAL EXCISE TAX (GET) AND COUNTY SURCHARGE shall not exceed the following rates if seller elects to pass on the charges to its customers.

COUNTY	COUNTY SURCHARGE TAX RATE	STATE GET	MAX PASS-ON TAX RATE	EXPIRATION DATE OF SURCHARGE TAX RATE
C&C OF HONOLULU	0.50%	4.0%	4.7120%	12/31/2030
HAWAII	0.50%	4.0%	4.7120%	12/31/2030
COUNTY OF MAUI (including Molokai and Lanai)	0.50%	4.0%	4.7120%	12/31/2030
KAUAI	0.50%	4.0%	4.7120%	12/31/2030

The GET or use tax and county surcharge may be added to the invoice as a separate line item and shall not exceed the current max pass-on tax rate(s) for each island.

County surcharges on state general excise (GE) tax or Use tax may be visibly passed on but is not required. For more information on county surcharges and the max pass-on tax rate, please visit the Department of Taxation's website at <http://tax.hawaii.gov/geninfo/countysurcharge>.

COMPLIANCE PURSUANT TO HRS §103-53. All state and county contracting officers or agents shall withhold final payment of a contract until the receipt of tax clearances from the director of taxation and the Internal Revenue Service. This section does not apply to contracts of less than \$25,000.

VENDOR AND PRODUCT EVALUATION form, SPO-012, for the purpose of addressing concerns on this vendor list contract, is available to agencies at the SPO website: <http://spo.hawaii.gov>. Click on *Forms* on the home page.

PRICE OR VENDOR LIST CONTRACT AVAILABLE ON THE INTERNET at the SPO website:
<http://spo.hawaii.gov>. Click on *Price & Vendor List Contracts* on the home page.

AGENCY INSTRUCTIONS

Request For Services Form: Agencies shall contact the Contractor, CR Dispatch Service, Inc. dba Security Armored Car and Courier Service of Hawaii (hereinafter "Contractor") directly during the contract term to set up/amend a service schedule. Complete and submit the "Request for Armored Car Services" form to Contractor for each pick-up/drop-off location. Agencies shall not request and Contractor shall not perform services outside of the contract term. Agencies shall give Contractor at least ten (10) business days notice from date of request submittal to the date to begin services. Services may start sooner than the ten (10) business days if requested by the Agency and agreeable by the Contractor.

Agency Responsibility:

- *Waiting Time.* The waiting period per single location shall not exceed five (5) minutes.
- *Transport Bags.* Bags for transmittal are furnished by the agency's bank.
- *Secured and Identifiable Shipments.* Agency shall ensure that all shipments are contained in securely locked or sealed bags, envelopes, or packages prior to pick-up. Shipment shall identify where the shipment is coming from and where the shipment shall be delivered to.
- *Service Schedule.* Agency shall notify Contractor should there be any sporadic deviations from the agreed upon Service Schedule; Contractor shall notify Agency of delays due to mechanical breakdown and the length of the delay.
- *Changes in the Service Schedule.* Agency shall notify Contractor in writing of all permanent changes in agreed upon service schedule and shall give Contractor at least ten (10) business days notice prior to change taking place. If change in service schedule falls under a different price point, adjust the price as necessary. Agency shall notify the Contractor of any changes in contact information such as updating point of contact or phone number.
- *Digital Receipts.* Contractor shall provide digital receipts of transactions through email upon signature by guard and Agency staff.
- *Guard Identification.* Agency shall confirm that Guard and their ID tag/badge matches against list of authorized personnel provided by Contractor. The State has the option to refuse transfer of shipments if guards are not properly identified.

Ordering instructions:

1. Agencies shall complete a [customer form](#) to receive a temporary login from noreply@cirreon.com and register an account to access the Cirreon portal at <https://securityarmoredcar-cit.cirreon.com>.
2. State office personnel shall use the customer dashboard accessed through the Cirreon portal to prepare deposits for pickup by guards.
3. Upon arrival, guards shall scan the barcode on the deposit bag using a Personal Digital Assistant (PDA) scanner and enter the first name and last initial of the office personnel releasing the bag into the PDA.
4. The state office personnel shall sign the PDA, and the guard will initial next to the signature, divided by a slash (/). A PDF receipt of the transaction will immediately be sent to the state office's registered email address.

Estimating Your Monthly Cost For Armored Car Services:

- Determine the frequency of service per month
- Determine what area/district your pick-up and drop-off locations fall under. Area/District descriptions located on the following page.
- Calculate: Price per Pick-Up x Frequency.
- Example: My pick-up location is on Punchbowl and my drop-off location is the downtown FHB. Both Punchbowl and downtown locations are listed under the Metro area/district. The price for pick-up Metro, drop-off Metro is \$17.90 per pick-up. I require services twice a month. Equation: \$17.90 per day x 2 pick-ups per month = estimated monthly expenditure of \$35.80.

Note: Contractor may bill based on a yearly average day per month (not month to month). Please check with contractor.

Service Rate

Item No.	Pick-Up Area	Drop-Off Area	Price per Pick-Up
a	Metro	Metro	\$17.90
f	Leeward	Metro	\$19.34
m	Central	Central	\$19.34
p	Windward	Metro	\$19.34

The pick-up/drop-off combinations listed in the table below will be done by the Contractor at no charge (\$0.00).

Item No.	Pick-Up Area	Drop-Off Area
b	Metro	Leeward
c	Metro	Central
d	Metro	Windward
e	Metro	North Shore
g	Leeward	Leeward
h	Leeward	Central
i	Leeward	Windward
j	Leeward	North Shore
k	Central	Metro
l	Central	Leeward
n	Central	Windward
o	Central	North Shore
q	Windward	Leeward
r	Windward	Central
s	Windward	Windward
t	Windward	North Shore
u	North Shore	Metro
v	North Shore	Leeward
w	North Shore	Central
x	North Shore	Windward
y	North Shore	North Shore

Area/District Descriptions

Metro: Hawaii, Kai, Aina Haina, Kaimuki, University, Ala Moana, Downtown, Punchbowl, Kalihi, Airport

Leeward: Halawa, Aiea, Pearl City, Waipio, Waipahu, Kapolei, Ewa, Waianae

Central: Mililani, Wahiawa

Windward: Kahaluu, Kaneohe, Kailua, Waimanalo

North Shore: Hauula, Kahuku, Haleiwa



SECURITY ARMORED CAR & COURIER

• SERVICE OF HAWAII •

Since 1964

C.R. DISPATCH SERVICE, INC.

C R DISPATCH SERVICE, INC. DBA SECURITY ARMORED CAR AND COURIER SERVICE OF HAWAII

Business Address

2140 Kaliawa Street
Honolulu, HI 96819

Remittance Address

P.O. Box 2073
Honolulu, HI 96805
Vendor Code: 354678-00

Contact Person for Questions/Concerns regarding contract

Zachary R. Misajon
Phone: (808) 845-5471
E-mail: z.misajon@securityarmoredcar.net

Contact Person for Agencies to Request Services

Amy Nakagawa
Phone: (808) 845-5471 ext. 7
E-mail: contracts@crdispatch.com