

## **Mississippi State University Preferred Vendors for MRO (Maintenance, Repair, and Operations)**

Mississippi State University purchases a number of items from a large number of vendors. This process neither affords us the prices available from volume purchases nor does it create any efficiency in the process. We have decided to create a preferred vendor list which is being made available to our end users. The list provides a list of vendors and contact information that meet certain requirements, which we have determined will provide us good prices, good products and efficient procurement processes. This will not, at this time, be a mandatory list but the departments are strongly encouraged to use the preferred vendors.

Any “Industrial Equipment and Supplies” (MRO) vendor may submit a proposal to be included on the list. The minimum requirements are:

- Must be listed on the State of Mississippi contract
- Must have on-line ordering capability providing buyers the ability to purchase state contract items at state contract prices. **The site must not include items not covered by the state contract.**
- Must have ability to provide quarterly reports showing which departments purchased, what they purchased and the amount spent.
- While not required we desire providers to have the ability to provide reports showing environmentally friendly purchases.
- While not required we desire providers to have the ability to provide reports showing diversity purchases.
- While not required we desire providers to have representatives which regularly call on one or more of the MSU locations.

Purchases will be made using the vendor’s on-line ordering process and the p-card. Departments will be able to purchase directly from the preferred vendor’s in amounts up to \$5,000 per purchase without further review or approval. Departments desiring to purchase in excess of \$5,000 will be able to submit a requisition with the printed order and a purchase order will be issued. In some instances a Department may be able to seek and obtain approval to make online purchases using the p-card in amounts up to \$50,000 by contacting their Purchasing Manager.

Departments should contact the appropriate individual or follow the procedures set forth below to establish an account and to ensure the account is set up with the contract prices.

## Approved Vendors and Contact Information

### **FASTENAL**

Contact Information: Lee Smith, (662-809-0042) or email ([ronsmith@fastenal.com](mailto:ronsmith@fastenal.com))

### **GRAINGER**

Contact: James Kelly, [james.kelly@grainger.com](mailto:james.kelly@grainger.com), 601-372-2525  
Grainger Store - 3551 I-55 South Jackson, MS 39212 Phone 601-372-2525  
Mississippi State University dedicated email address for customer service support -  
[msu@grainger.com](mailto:msu@grainger.com)

### **LOWE'S**

Contact: Richard Fairchild, [Richard-fairchild@lowes.com](mailto:Richard-fairchild@lowes.com) 601-383-7117 (cell)  
To use contract, go to [www.lowesforpros.com/WSCA](http://www.lowesforpros.com/WSCA) and enter contract number 5-150-45868,  
Select "Mississippi", Select "Universities & Colleges", Select "Mississippi State University",  
Select quantity in increments of 5 and enter shipping and contact information. You will receive  
a "key FOB/Card" to present at the time of purchase at your local Lowe's store.

### **MSC DIRECT**

Contact: Lance Fulcher, [Robert.fulcher@mscdirect.com](mailto:Robert.fulcher@mscdirect.com), 601-922-2212  
State Account Manager, Southern Region  
Contact: Drew Powell, [powella@mscdirect.com](mailto:powella@mscdirect.com), 662-328-0971  
Account Representative

### **WESCO**

WESCO Birmingham Contact Information:

Jeff Lowery, Sales Manager, 205-951-4526, [JLowery@wesco.com](mailto:JLowery@wesco.com) 205-563-7058 (cell)  
Steve Gilchrist, Account Manager, 205-951-4540, [JGilchrist@wesco.com](mailto:JGilchrist@wesco.com) 205-531-4193 (cell)  
Julie Miller, Inside Sales 205-951-4554, [JMiller@wesco.com](mailto:JMiller@wesco.com)