



STATE OF ARKANSAS  
**Department of Finance  
and Administration**

**OFFICE OF STATE PROCUREMENT**  
1509 West Seventh Street, Suite 300  
Post Office Box 2940  
Little Rock, Arkansas 72203-2940  
Phone: (501) 324-9316  
Fax: (501) 324-9311  
<http://www.state.ar.us/dfa>

**MEMORANDUM**

**TO:** All State Agencies, Boards and Commissions, Institutions of Higher Learning and Cooperative Procurement Program Members

**FROM:** Joseph A. Giddis, Director  
State Procurement  
*Joseph A. Giddis*

**DATE:** July 1, 2003

**SUBJECT:** New Industrial Maintenance, Repair and Operating Contract  
State of Arkansas **Contract Number SP-03-0471**, WSCA/Grainger

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The Office of State Procurement, through the Western States Contracting Alliance (WSCA), has entered into a new, competitively bid, non-mandatory discount off the catalogue contract with Grainger Industrial Supply for Industrial Maintenance, Repair and Operating (MRO) supplies. The contract provides just in time (JIT), one-stop-shopping for industrial MRO supplies. The contract will expedite the purchase and delivery of the majority of industrial MRO supplies while providing substantial commodity and administrative savings. Using the Arkansas Purchase Card, agencies can increase savings in administrative time, billing, and budgeting.

Please consider the concept of "total cost of acquisition" when utilizing this contract. Since Grainger offers next day, freight-free delivery on the majority of MRO supplies, agencies should re-evaluate existing inventory levels and any central warehousing and distribution programs. Grainger assumes this cost and function under this contract. The contract has been competitively bid by the Western States Contracting Alliance, and covers all levels of purchases, including those over \$25,000. Items covered by existing mandatory statewide or agency specific contracts, (Lamps, Ballasts, Air Conditioners, etc.), must be purchased from those contracts and are not to be purchased from the WSCA/Grainger contract until after the expiration of existing contracts. A list of mandatory and non-mandatory contracts is available on the OSP web page under Contracts <http://www.state.ar.us/dfa/purchasing/contracts.html>

There are no changes in how the site is accessed. Go to the OSP web site and click on "Grainger".

The Arkansas-Grainger team is always available to provide user training upon request. Please contact your local Grainger location or Mr. William Bottorff, C.P.M. You may reach him at [bill.bottorff@dfa.state.ar.us](mailto:bill.bottorff@dfa.state.ar.us).