



SiteOne Landscape Supply, LLC.
Irrigation and Landscaping Products
19K-SITE1-1213

MOHAVE EDUCATIONAL SERVICES COOPERATIVE INC.
(928) 753-6945 KINGMAN
WWW.MESC.ORG
REV 4/18/18MSC

General Information

- Member may obtain Mohave contract prices by contacting Michael Heilner @ 602.768.8352.
- Include MESC Contract 19K-SITE1-1213 on the purchase order.
- Orders may be picked-up in store or delivered.
- Orders will be shipped to the specified location. If special shipping instructions are required, please partner with your local store to determine what, if anything, can be done.
- Member will address order concerns (missing items, damaged items, returns, substitutions, etc.) directly with Michael Heilner @ 602.768.8352.
- Member may use Pcards.
- Mohave's 1% admin fee is included in contract prices.
- SiteOne Landscape Supply will remit admin fees to Mohave.
- Members outside the counties of Coconino, Gila, Maricopa, Mohave, Pima, Pinal, and Yavapai would have the ability to order products and have them shipped via third party carriers (shipping fee not included in the price) to their locations, or will-call at a SiteOne location.

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- Five Arizona will-call locations: Gilbert, Phoenix, Scottsdale, Surprise, and Tempe.
- Aggregate products are available at the Gilbert location.

On-Line, verbal, or prepared sale Quote, Pick-Up in Store

- Member receives vendor quote.
- Shipping method will be indicated as Pick-Up in store.
- Member selects store items will be picked-up at.
- SiteOne Landscape Supply pulls member order.
- SiteOne Landscape Supply notifies member when order is ready for pick-up.
- member picks-up order at store.

Blanket Purchase Orders

- Members may use blanket purchase orders under the contract.
- Each blanket purchase order should specify...
 - The period it can be used
 - The product or products to be purchased
 - Any excluded products or services
 - The maximum amount available to be spent
 - The authorized user or users
- Members must monitor blanket purchase order expenditures to avoid exceeding the maximum purchase amount.

Questions

- For Mohave questions, contact Michael Carter, CPPB at michael@mec.org or (928) 718-3222
- For SiteOne Landscape Supply questions related to Quotes and Orders, please contact Michael Heilner @ 602.768.8352.