

**From:** spo  
**Sent:** Thursday, May 31, 2012 7:21 AM  
**To:** spo  
**Subject:** SPO ALERT - WSCA PA for Walk-In Building Supplies, Carpentry, and Home Improvement  
**Attachments:** Arizona WSCA contract FAQ.PDF

### SPO Alert

**Date:** May 31, 2012

**To:** State Agencies and Cooperative Members

**From:** State Procurement Office

**Re:** Using the Walk-In Building Supplies, Carpentry, and Home Improvement contract

The State Procurement Office awarded the contract (ADSP012-012413) for Walk-In Building Supplies, Carpentry, and Home Improvement effective May 22, 2012. Please refer to the attached document on how to use the contract and start services.

Direct all questions regarding this contract to Martina Borck, Sr. Procurement Specialist.

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SPO ALERTS are available  
online at <http://spo.az.gov>

# State of Arizona WSCA contract FAQ's

Special thanks for your interest in a supplier partnership with Lowe's. Lowe's Walk-In MRO and Building Materials contract was adopted by the State of Arizona. Eligible political subdivisions are able to piggyback on this contract.

## Contract Provisions:

- The contract provides access to every product stocked in your local Lowe's store, excluding special order merchandise.
- Stretch your MRO budget using the contract. The 5% discount tied to the contract is a point of purchase discount. The discount stacks on top of sale prices although it can't be used with other coupons or discounts.
- Contract discounts are instantly auditable. Savings are reflected on your cash register receipt.

## How do I utilize the contract in the store?

- The discount is triggered by scanning a key fob, much like that used by some grocery chains. The key fob is required to access the WSCA contract discount.
- Check out through any register. The cashier can scan your key fob anytime during the transaction but it must occur before the transaction is tendered.
- The Commercial desk located near the lumber door provides dedicated staffing to service the needs of professional and government customers.

## Contract registration and Key Fob order placement.

- Entity managers, and those authorized to register their eligible agencies with the contract can register to participate and order key fobs at [www.lowesforpros.com/wsc](http://www.lowesforpros.com/wsc).
- Arizona's state contract number is: **ADPS012-012413**
- "Select Your State", state's requirements for capture and reporting of contract usage varies.
  - After choosing your state make selections from the text boxes as they populate to insure your contract participation is recorded and key fobs are delivered.
  - You may be required to identify your agency or department type, and your locale if a political subdivision.
- Following agency selection, complete the user portion of the registration site and select "Submit". Key Fobs take 2 to 3 weeks for delivery.

## Web Site references:

Utah's contract summary <http://generalservices.utah.gov/statewidecontracts/Contracts.aspx>

Direct contract or registration questions to: [lowes.gov](http://lowes.gov) or to Dan Ford at [Dan.Ford@Lowes.com](mailto:Dan.Ford@Lowes.com).

To locate a Lowe's store near you go to: [www.Lowes.com/storelocator](http://www.Lowes.com/storelocator)