

Grainger Contract Use Information



The City of Round Rock has contracted with WW Grainger Inc. through the TXMAS Contract No. 18-51V06, City Resolution No. R-2019-0454 for the purchase of facilities maintenance, repairs and operations and industrial supplies needed to support City operations.

The City of Round Rock's Grainger Account Number **800534539** is tax-exempt. Purchases can be made using City ProCards or by issuing Purchase Orders. Purchase Orders must be linked to the Contract in Munis.

- Online ordering at www.grainger.com
- Contact Margie Howard or Amanda Crowell for a login to the City's tax-exempt account. Do **not** create a new account.
- If ordering with a Purchase Order, contact Marilyn Jackson to add your accounting line to the Contract in Munis.
- ProCard purchases will be adjusted monthly to the Contract in Munis.

If you have any questions or issues using this account, please contact:

Grainger Outside Sales Representative

Brandi Taylor

Email: brandi.taylor@grainger.com

Office: (847) 753-5414

Customer Service: (800) 472-4643

24 Hour Emergency Support (800) CALL WWG

Margie Howard, CPPB

Accounting Technician Senior

ProCard Administrator

Ofc: 512.218.7069 Fax: 512.218.7028

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