



# Bus Climate Control

**For your comfort**

## LOGGING IN

- Go to <https://mcc.limetac.com/Apps/EventPortal>
- Click “Log In” on the upper left corner of the screen.
- Enter your user name and password, which you should have received from MCC.
  - When you log in for the first time, you will be prompted to create a new password

If you forget your password, click here for assistance.

### LimeTAC

#### Log in

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User name

EMolnar

Password

.....

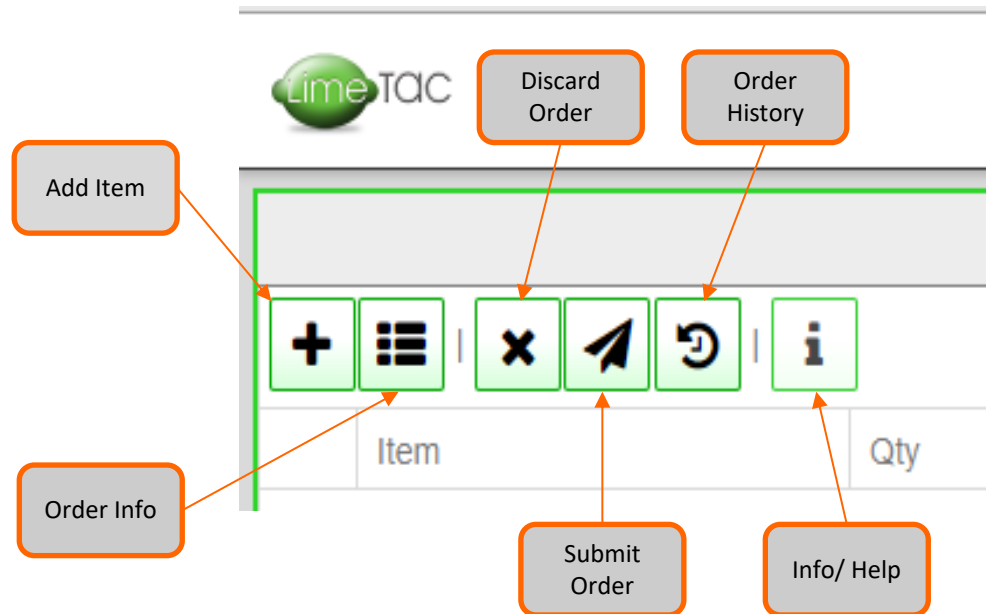
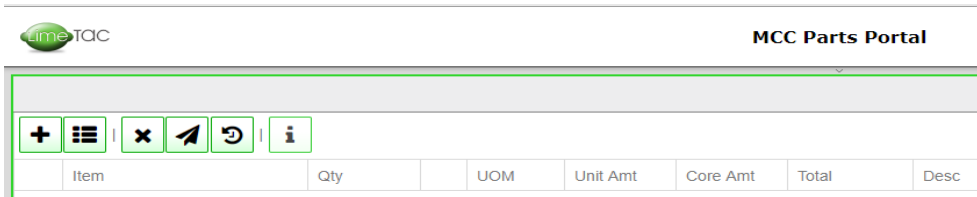
☒ Remember me?

Log in

[Forgot your password?](#)

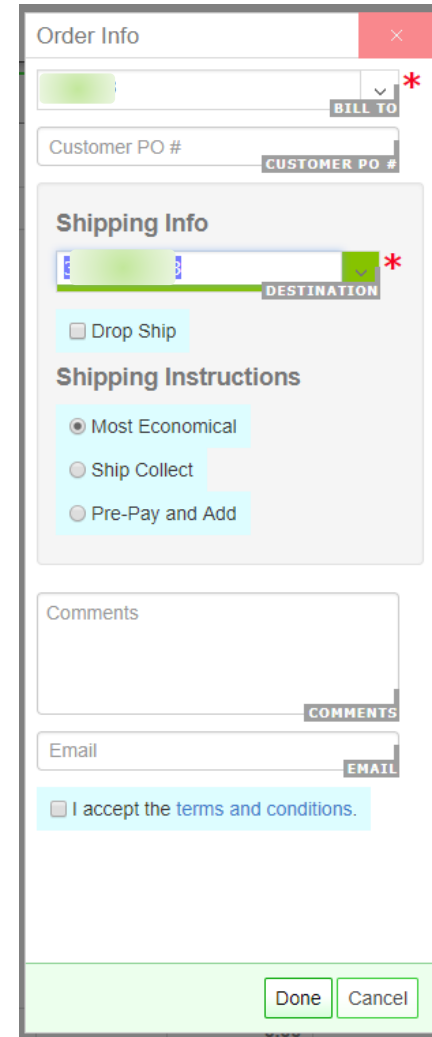
[Enter temporary password](#)

## Home screen layout



## Price & Availability

1. From the home screen, click the “Add item” icon to begin.
2. The Bill To code should self populate. If it does not and you do not know your code, please contact customer service.
3. Choose a shipping destination, click “Done” on the bottom.



## Price & Availability

4. Search for the first part on your order. Double-click to add to your order.
  - If there is a phone number listed under the available column, this item is not currently in stock, but may be backordered.
  - If “Sub” is listed, that means that the part is no longer available, but that another part can be substituted. Click on “Sub” to see additional options.

Select Item

42%

ITEM #

Drag a column header here to group by it.


Item #	Desc	U	Unit Amt	List Price	Available	CUR
42-62134-00	GASKET,COMPR,SVCE VALVE,F400	EA	3.92	6.54	2.00	USD
42-62134-01	GASKET, MANIFOLD FK40	EA	13.99	23.31	+1-800-673-2431	USD
42-62135-00	GASKET,FITTING,SVCE VALVE,F400 (SS TO 26-1550)	EA	0.00	0.00	Sub	USD
42-62136-00	GASKET, UNLOADER, COMPR.,F400 (SS TO 26-1585)	EA	0.00	0.00	Sub	USD
42-62140-00	BAFFLE, DRAIN PAN,FOAM,EM-1,G5	EA	5.29	8.81	5.00	USD

SUB 42-62135-00						
Item 42-62135-00 has been substituted. Please select from the list below.						
Drag a column header here to group by it.						
Item #	Desc	UOM	Unit Amt	Core Amt	List Price	Available
26-1550	GASKET,FITTING,SVCE VALVE,F400	EA	2.77		5.57	429.00

### Core Items

- Items that contain a returnable core will be noted under the “Core Amt” column. NOTE: the core deposit amount is NOT included in the unit price.

Select Item



ITEM #

Drag a column header here to group by it.

Item #	Desc	UOM	Unit Amt	Core Amt	List Price	Available
18-00056-100RM	COMP,BUS(05K/24 CFM)	EA	2,287.18	600.00	3,811.96	+1-800-673-24
18-00058-20RM	COMP, 05G POWER PACK	EA	1,586.08		2,943.47	+1-800-673-24
18-00059-169RM2	COMPRESSOR,WALKYLBENZENE OIL, ...	EA	2,475.06	600.00	4,125.10	4.00
18-00059-65	COMPRESSOR ASY,05G,41CFM,R134A (...)	EA	1,629.65	600.00	2,716.09	Sub
18-00059-69	COMPRESSOR ASY,05G,37CFM,R22 (SS...	EA	1,486.96		2,478.27	+1-800-673-24
18-00063-163	COMPRESSOR ASY, AFTERMARKET, 05...	EA	2,266.73	600.00	3,777.88	+1-800-673-24
18-00073-00	COMPRESSOR, A-6 (POLY-V 6GRV)	EA	404.77		674.62	93.00
18-00073-01	COMPRESSOR, A-6 (POLY-V 8GRV)	EA	413.81		689.68	23.00
18-00074-22	TM-16 COMPRESSOR, 8GR POLY V	EA	225.88		376.46	+1-800-673-24


Close

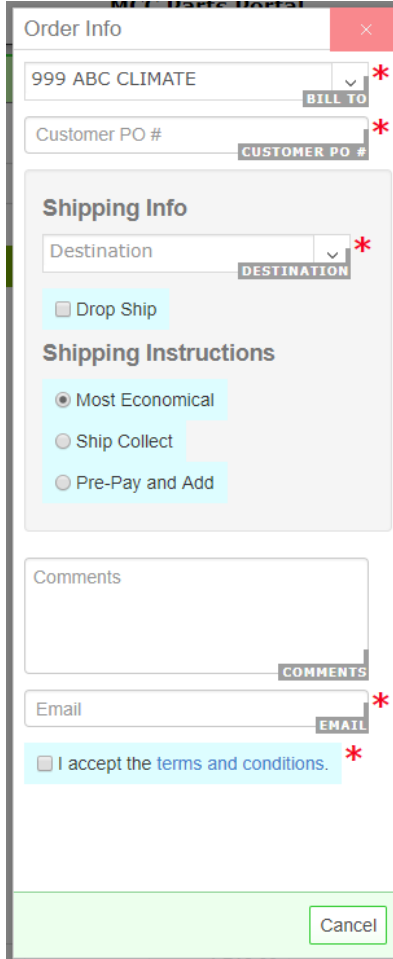
Core Item

**This Item contains returnable core 18-00091-160RMC, valued at \$600.00. The Core Amt is not included in the Unit Amt.**

Ok

## Placing a Basic Order

1. Once you have completed selecting items for your order, click on the “Submit” icon. 
2. If your order is over \$1,500 and is not being drop shipped, the shipping instructions will default to “Most Economical.”
3. Fill out all of the fields with red asterisks (\*) next to them and check the box to accept the terms and conditions near the bottom. Don’t forget to include your email address!
4. Click “Done” at the bottom.



Order Info

999 ABC CLIMATE \*

BILL TO

Customer PO # \*

CUSTOMER PO #

**Shipping Info**

Destination \*

DESTINATION

☐ Drop Ship

**Shipping Instructions**

☒ Most Economical

☐ Ship Collect

☐ Pre-Pay and Add

Comments

COMMENTS

Email \*

EMAIL

☐ I accept the terms and conditions. \*

Cancel

## Placing a Basic Order

5. A message box will pop up to let you know that the order is being finalized. If you're ready, click "Proceed" to complete the order. Click "Go Back" in order to return to the order to make changes.
6. A green banner will appear with your order number. You may want to write this down.
7. You will receive a confirmation via email. Look it over carefully to be sure all of the information is correct. If there is an issue, please contact our customer support team at [mcc.parts@mcc-hvac.com](mailto:mcc.parts@mcc-hvac.com).

### MCC Parts Portal Order Confirmation

Order#	PO#	Bill To	Ship To	Ship Via	Order Date
SPO-054755	322		ROYAL FAR_24706 2601 SOUTH QUEEN STREET YORK, PA 17402 UNITED STATES	PITT OHIO	2018-01-31

Item#	Description	Req Date	UOM	Qty	Unit Amt	Core Amt	Total
77-00273-22	TOP LEVEL KIT, CM-2, 12V, W/ GRILL MOUNT, WHITE, ENC, SLIM LINE MIRCO CHANNEL	2018-01-31	EA	10	650.17	0.00	6,501.70
(applicable federal and local taxes extra) <b>Grand Total</b>							6,501.70
<b>Comments:</b> null erin.molnar@mcc-hvac.com							

For assistance, please call: +1-800-673-2431.



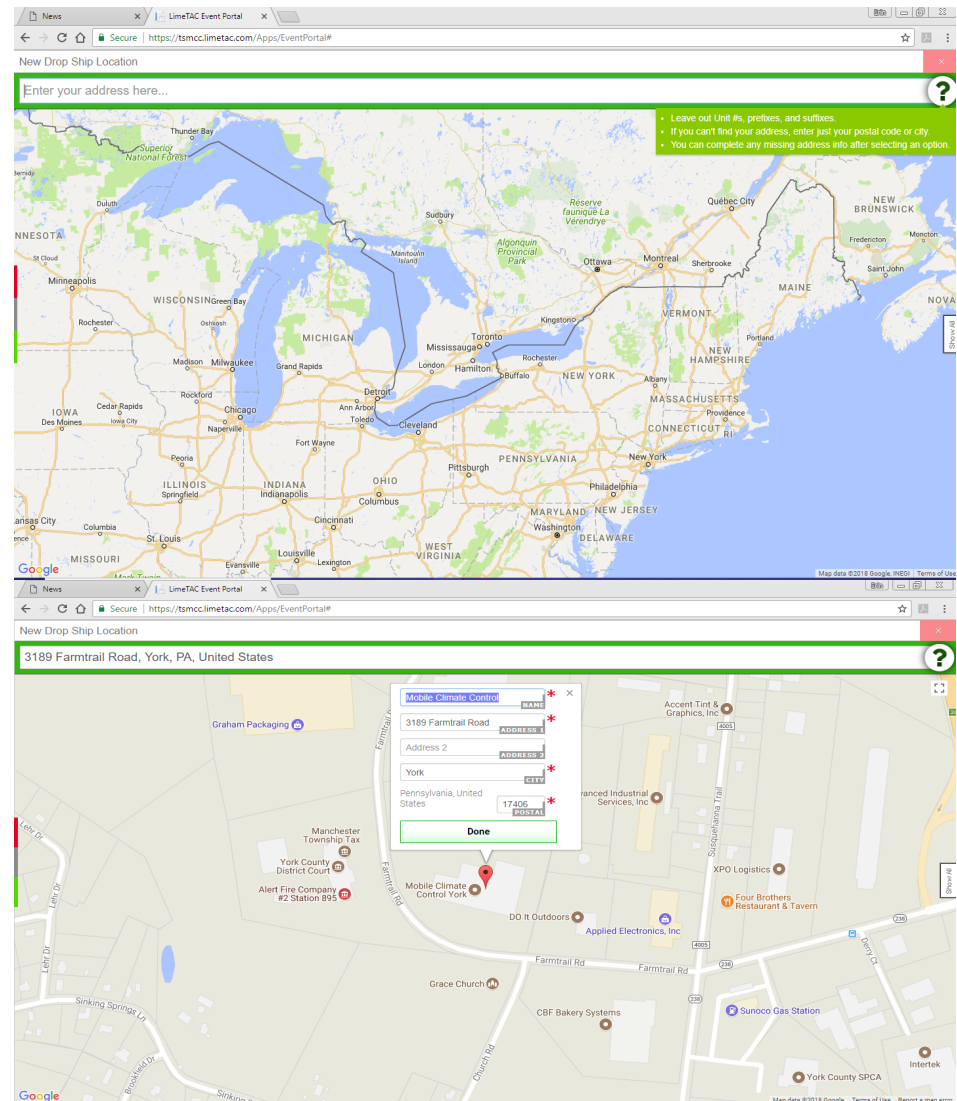
## Finishing a Drop Ship Order

1. Once you have completed selecting items for your order, click on the “Submit” icon.
2. Check the “Drop Ship” box.
3. Either choose an address from the drop down box, or click the green + sign to add a new address.
  - If creating a new drop ship address, please see the next page.

The screenshot shows the 'Order Info' form in the BCC Online Parts Portal. The form is divided into several sections: 'Order Info' at the top, 'Shipping Info' in the middle, 'Shipping Instructions' below that, and 'Comments' and 'Email' at the bottom. The 'Order Info' section includes a dropdown menu for '999 ABC CLIMATE' with a red asterisk, a 'BILL TO' label, and a 'Customer PO #' field with a red asterisk. The 'Shipping Info' section includes a 'Destination' dropdown with a red asterisk, a 'Drop Ship' checkbox that is checked, a 'Drop Ship' dropdown with a red asterisk and a green '+' button, and a 'SHIP VIA' dropdown with a red asterisk. The 'Shipping Instructions' section includes three radio buttons: 'Most Economical', 'Ship Collect', and 'Pre-Pay and Add'. The 'Comments' section includes a text area and a 'COMMENTS' label. The 'Email' section includes an email field with a red asterisk and a checkbox for 'I accept the terms and conditions.' with a red asterisk. A 'Cancel' button is located at the bottom right of the form.

## Finishing a Drop Ship Order

4. Enter the address into the search bar.
5. Complete the address box with a unique name and any further needed information.
  - Note that Canadian addresses will need the second part of the zip code re-entered
6. Click Done.



## Placing a Collect Order


1. If you choose to Ship Collect, you **must** choose a carrier from the Ship Via dropdown list and enter your account number.
2. Continue filling out the mandatory fields and click “Done” at the bottom.
3. You will receive a confirmation via email. Look it over carefully to be sure all of the information is correct. If there is an issue, please contact our customer support team at [mcc.parts@mcc-hvac.com](mailto:mcc.parts@mcc-hvac.com) .

### Shipping Instructions

☐ Most Economical

☒ Ship Collect

☐ Pre-Pay and Add




Ship Via  \*

Account # \*





Comments

Email

## Frequently Asked Questions

-  **Why won't the "Done" button appear at the bottom of the Event Info screen?**
- This means that a required field has not been filled out. Scroll up and down as necessary and make sure that all of the fields with a red asterisk (\*) have information in them. Once they are all completed, the Done button will appear.
-  **Why can't I choose "Most Economical" under the shipping instructions?**
- You have most likely indicated that you want to drop ship the order. Most Economical is not available for drop shipments. You may either choose to ship using the carrier of your choice and your account number with them by choosing "Ship Collect," or you can choose "Pre-Pay and Add" and we will ship your order the most price-efficient way using our contracted carriers and add the cost to your invoice.
-  **I need this order to be shipped overnight/special way, but don't have an account with a carrier – how do I do that?**
- Under "Shipping Instructions," choose "Pre-Pay and Add" and choose from the "Ship Via" dropdown box. Special instructions should be added to the comments field.

## Frequently Asked Questions

-  **I'm drop shipping to another country. Is there anything special I need to do?**
- If you are shipping to Canada, you will need to delete the postal code as the last three digits will be incorrect.
  - Note that customs paperwork will contain *your* price, not the price at which you sold a part to your customer. To avoid this, you may want to utilize a forwarder instead of drop shipping.
-  **What browsers work with the new portal/do I need to install any special software?**
- The new portal will work with all current browsers and even on your mobile device.
-  **How do I change an order after it is submitted?**
- If you need to change an order, please contact Customer Service.
-  **What is UOM? PHN?**
- UOM stands for Unit Of Measure – i.e. how many items in a package
  - PHN stands for Per Hundred Count