



AT MOHEGAN SUN AT POCONO DOWNS WE ARE COMMITTED TO:

- ✦ BLOWING AWAY THE CUSTOMER
- ✦ BOTTOM LINE PERFORMANCE
- ✦ DEVELOPING PASSIONATE AND DEDICATED EMPLOYEES
- ✦ CONTINUOUSLY STRIVING FOR PERFECTION

## **DIVERSITY IN CONTRACTING**

### POLICY STATEMENT

*As a minority owned and operated business, Mohegan Sun at Pocono Downs (MSPD) is committed to maintaining an equitable and competitive business environment that is mutually advantageous to MSPD and its suppliers, vendors, agents, contractors, subcontractors assignees, and lessees (hereinafter referred to collectively as “suppliers”). MSPD believes that a diverse group of suppliers is essential for fostering healthy competition, resulting in the best value for MSPD. Therefore, MSPD is dedicated to achieving supplier diversity through its solicitation, selection and utilization of its suppliers.*

Unknown to most people not part of the industry is the extent of products and services which are supplied to a casino enterprise from outside sources. MSPD are purchasers of everything from paper clips to automobiles, from employee assistance programs to furniture. We go about purchasing goods and services like any other business and base our decisions on service, price and quality.

MSPD's Purchasing Department is general organized by commodity staff buyers, working under the direction of the Chief Financial Officer, and have the autonomy to seek out vendors in their area of responsibility. These areas include:

<u>Advertising</u>	Professional services
Print supplies	Wardrobes
Computers	Security
Office equipment	Signage
Audio/visual equipment	Food and beverage
Construction	Paper products
Transportation	Gaming equipment
Uniforms	Furniture and fixtures

A potential vendor can make contact with us through the Materials Management department or staff buyer. A call to the Materials Management department is usually advisable in an effort to gain an understanding of the required needs and procedures of selling to us.

Vendors should be prepared to give a description of the product and/or service to be supplied and references from their clients (particularly other casinos). They should also provide the history of the company, financial stability, ability to deliver services, competitive pricing, and any other qualifications that would set them apart from other vendors and would enhance the delivery of services by us to our clientele.

Clearly, the more pertinent information you can provide to us, the better. Buying decisions do not occur overnight. Buyers will complete a thorough investigation of a vendor to determine its ability to perform prior to issuing the first purchase order.

Once you have made initial contact, follow it up by requesting an interview, as it is advantageous for vendors to be persistent. Follow up on your proposal and do so regularly as pricing changes occur or new products are introduced by your company. Provide new approaches, cost reduction, or quality improvement techniques to staff buyers.

Most importantly, **deliver what your promise**. Be it cost savings, quick turn around, or 24 hour service – stick to it.

## **BIDDING:**

All commodities purchased are awarded by the bidding process. This is based on quality, service and price. All factors are taken into consideration. Submitting a bid does not guarantee the purchase of a product or service.

If you have further questions, you may contact the Purchasing Department at 570.831.3606.

# Mohegan Sun at Pocono Downs Supplier Profile Form

## Instructions:

If you would like to be included in our supplier database, please complete the following form and it will be sent to the Materials Management Department:

### 1. Supplier Information:

Company Name:

Date:

DBA (If different from above):

Federal taxpayer ID or Social Security Number:

Contact Name:

Telephone:

Fax:

E-mail:

Mailing Address

Suite#

City:

State:

Zip:

### 2. Locations Served:

Choose the geographic location your company can supply  
If regional or local, list specific states or cities

National

Regional

Local

### 3. Business Information:

Business type:

Agent/Broker

Corporation

Distributor

Partnership

Retail/dealer

LLC

Manufacturer

Government

Individual

Other

### Please indicate which SIC group best describes your product or service:

Apparel and other finished products made from fabrics and similar materials

Miscellaneous manufacturing industries

Chemicals and allied products

Paper and allied products

Electronic and other electronic equipment and components, except computer equipment

Petroleum refining and related industries

Fabricated metal products, except machinery and transportation equipment

Primary metal industries

Food and beverage products

Printing, publishing

Furniture and fixtures

Rubber and miscellaneous plastic products

Industrial and commercial machinery and computer equipment

Stone, clay glass and concrete products

Leather and leather products

Textile mill products

Lumber and wood products, except furniture

Transportation equipment

Measuring, analyzing and controlling instruments; photographic, medical and optical goods; watches and clocks

Other

Key Products

Sales Office Locations:

**4. Other Gaming Companies:**  Yes

No

Examples:

Products sold:

**5. Regulatory Information:**

**Type:**

Gaming

Exception Code/License

Expiration Date

State/Governing Body

Non Gaming

**6. Diversity Supplier Information (Complete this section only if you qualify as a diversity supplier):**

Certified By:

Certification # or Code

Date of Issuance and Expiration

Category:

Disadvantaged Business Enterprise (DBE)

Minority Owned Business Enterprise (MBE)

Disabled (DIS)

Disabled Veteran (DVET)

Small Business Enterprise (SBE)

Women-Owned Business Enterprise (WBE)

**Authorized Company Representative Acknowledgement and Signature**

I certify, to the best of my knowledge that the information provided above is true.

Signature:

Date:

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