



Township of Moon

Request for Proposals:

Enterprise Resource Planning (ERP) Software and Implementation Services

ToM Enterprise Resource Planning (ERP) Software and Implementation Services RFP

Responses Due: May 23, 2025 – 2:00PM EST

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Project Overview

The Township of Moon (“Moon”) is currently requesting proposals for an Enterprise Resource Planning (ERP) Software and related implementation services. Moon seeks experienced vendors who meet the qualifications and specifications set forth herein to submit their proposals. The functional scope for this project includes financial management with the ability to expand to some or all of the following modules: Human Resources, Payroll, Community Development/Planning, Permitting, Code Enforcement, Billing, Facility Rentals, and Recreation Event Management.

Moon envisions a gradual implementation process with the core financial management module being the first to be implemented. The functionality of this module will be prioritized above all others.

Moon wishes to purchase or otherwise acquire rights to use software AND the professional services required to implement the software. As such, proposals from implementation vendors alone or software vendors without an implementation mechanism shall not be considered.

In the event that all products and services are not provided by one vendor, vendors can partner with another vendor to submit a single proposal that meets the minimum requirements of this RFP or show the ability to integrate their software with little to no duplicative effort to the other software components currently in place through the import/export of data or constructed APIs. The ultimate goal of the organization is to construct an end-to-end solution throughout as many of the departments and their functions as possible.

Proposals will be accepted from both software vendors and implementation vendors. However, if one vendor is involved in multiple proposals (example: multiple implementation vendors proposing the same software), a single vendor must be identified in the proposal response as the point of contact throughout the procurement process.

Background

Currently, Moon utilizes Microsoft Dynamics GP 2018 for financial software functions. It is believed that this software or a version of it has been in place since approximately 2008. This version is nearing its end of life and Moon did not find it satisfactory to move to the latest version of the software, seeking to find software specifically suited for governmental fund accounting functions. In addition to GP, Moon operates a variety of standalone products to manage the services it provides. Currently, Moon employs the following products:

- Payroll & Human Resources: UKG Ready
- Recreation Functions: RecDesk
- Credit Card Payments for Recreation: CardConnect
- Planning, Building and Property Inspections, Code Enforcement, Permitting, Fleet Management, Citizen Reporter Portal: TRAIRS
 - o Moon will begin utilizing Muncipay for credit card transactions related to permitting mid – 2025.

Currently, Moon is facing the issue of inefficient reporting, inability to import data from and/or build APIs with these other products, and antiquated systems that cause staff to duplicate their efforts, leaving less time for analysis and only focusing on input tasks.

Organization Profile

With over 27,000 residents in 24 square miles, Moon is a growing outer ring suburb in Allegheny County, Pennsylvania. It is home to Robert Morris University, the Pittsburgh International Airport, and several corporate headquarters, including FedEx Ground and Dick's Sporting Goods. The organization currently employs 90 FTEs with seasonal expansion. Three of the departments below are unionized and governed by separate collective bargaining agreements. Non-union employees adhere to the current employee policy manual. There are two organizations that may influence future growth of Moon staff and/or its needs: The independent local public library and its volunteer fire services.

Current Departments:

- | | |
|-------------------------|----------------|
| - Administration | - Public Works |
| - Finance | - Parks |
| - Community Development | - Police |
| - Recreation | - MCA-TV |

Anticipated Schedule of Events

Listed below are specific and estimated dates and actions related to this RFP. The actions with specific dates must be completed as indicated unless otherwise changed by Moon. In the event that it is necessary to change any of the specific dates and times in the calendar of events listed below, it will do so by issuing an addendum to this RFP. All addenda will be posted to the Moon website, www.moontwp.us.

Action	Date/Time
RFP Issued	April 21, 2025
Deadline for Questions Received	May 1, 2025 – Noon EST
Pre-Proposal Conference	May 7, 2025 – 2:00PM EST
Answers for Questions Posted	May 9, 2025
Deadline for Receipt of Proposals	May 23, 2025 – Noon EST
Evaluation of Proposals	May 27-June 6, 2025
1st Round Demonstration (All)	Weeks of June 9 & 16, 2025
2nd Round Demonstration (Invite Only)	Weeks of June 16 & 23, 2025
Project Award Date	July 2, 2025*
Contract Review Period	July 2025
Conversion/Education Period	August – December 2025
Go Live	January 2, 2026**

*Requires approval from the Board of Supervisors

**Township offices are closed on January 1, 2026. While this is a projected go live date, Moon is open to conversations with vendors to modify this go live date to accommodate 2026 being the opening year in the new software product.

Pre – Proposal Conference

The pre-proposal conference will provide all vendors interested in submitting a proposal the opportunity to review the RFP with Moon. The conference will be held virtually using Microsoft Teams on Wednesday, May 7, 2025 at 2:00PM EST using the information below:

[Join the meeting now](#)

Meeting ID: 233 790 552 289

Passcode: xg3rm24i

Proposal Submittals

One original, physical document and one digital document in PDF format of the complete RFP must be received by Noon EST, May 23, 2025.

The original physical copy must be submitted in a sealed envelope or container stating on the outside the vendor's name, address, telephone number, and RFP title and delivered to:

**Township of Moon
ATTN: Krista M. Watt
1000 Beaver Grade Road
Moon Township, PA 15108**

Hand-carried and U.S Mail proposals may be delivered to the above address ONLY between the hours of 8:00 AM and 4:00 PM, EST, Mondays, Tuesdays, & Thursdays, 8:00 AM and 7:00 PM, EST, Wednesdays, and 8:00 AM and Noon, EST, Fridays, excluding holidays observed by Moon. Any proposal received after Noon EST, May 23, 2025, will not be considered and will be returned unopened.

The proposal must be signed by an officer of the company who is legally authorized to enter into a contractual relationship in the name of the vendor.

The submittal of a proposal by a vendor will be considered by Moon as constituting an offer by the vendor to perform the required services at the stated fees.

Communication with Representatives

All communications regarding this RFP from vendors and other sources MUST be directed to:

Krista M. Watt, Finance Director
Township of Moon
1000 Beaver Grade Road
Moon Township, PA 15108
kwatt@moontwp.us

Requests for information by vendor(s) regarding the meaning or interpretation of terms or requirements in this RFP must be requested of the contact person listed above, in writing, via e-mail. Phone calls and other forms of communication will not be accepted.

Vendors are advised that from the date of release of this RFP until the award of the contract, NO contact with Moon personnel or Moon officials is permitted, except as

authorized by the contact person listed above. Any such unauthorized contact will result in the disqualification of the vendor's submittal.

Additional Information/Addenda

Requests for additional information or clarifications must be made in writing, as described above, to be received no later than Noon EST, May 1, 2025. The request must contain the vendor's name, contact person, and information requested. All questions must be submitted by email to the contact person listed above. All questions received via e-mail and/or at the Pre-Proposal Conference will be posted to the Moon website, www.moontwp.us, on May 9, 2025.

Moon will issue any corrections or amendments it deems necessary in written addenda on or before May 19, 2025. Vendors should not rely on any representations, statements or explanations other than those made in this RFP or in any addendum to this RFP. Where there appears to be a conflict between the RFP and any addenda issued, the last addendum issued will prevail.

Vendors shall quote a complete, entire system that is functional and usable by Moon and addresses the needs expressed within this RFP without the requirement for change orders. Any items that the vendor's product cannot or will not be able to address for the price quoted must be clearly noted within the RFP response. Moon does not intend to allow any change orders, which will increase the cost as quoted by the vendor and will expect that the vendor include any and all components in the price quoted so as to implement a complete and functional project.

Right to Request Additional Information

Moon reserves the right to request any additional information that might be deemed necessary during the evaluation process.

Late Proposals/Modification

Proposals and/or modifications received after the RFP due date and time are late and will not be considered. Proposals submitted early may be withdrawn by the vendor prior to the proposal due date specified. Following the proposal due date, the proposal constitutes a binding offer and may not be withdrawn by the vendor prior to the award.

Postponement/Cancellation/Waiver of Irregularities

Moon may, at its sole and absolute discretion, reject any and all, or parts of any and all, proposals; re-advertise this RFP; postpone or cancel, at any time, this RFP process; or waive any irregularities in this RFP or in the proposals received as a result of this RFP.

Costs Incurred

All expenses involved with the preparation and submission of proposals to Moon, or any work performed in connection therewith shall be borne by the vendor(s). No payment will be made for any responses received, or for any other effort required of or made by the vendor(s) prior to commencement of work as defined by a contract approved by the Board of Supervisors.

Exceptions to the RFP

Exceptions to any of the terms of this RFP to which a vendor will not or does not agree must be presented by the vendor in writing as a part of the proposal. Such exceptions must be specific, and the vendor must state a reason for each exception and propose alternative language, if appropriate. The purpose of the exception process is to permit Moon to correct, prior to the opening of the proposals, any technical or contractual requirement, provision, ambiguity or conflict in the RFP and related documents, which may be unlawful, improvident, unduly restrictive of competition or otherwise inappropriate. Unless timely submitted as an exception, any such ambiguity, conflict or problem shall be resolved in favor of Moon.

Proprietary Information

Responses to this RFP upon receipt by Moon become public records subject to the provisions of Pennsylvania Right to Know Law.

Qualifications

As a part of the proposal evaluation process, Moon may conduct a background investigation of said vendor. Vendor's submission of a proposal constitutes acknowledgment of the process and consent to such investigation.

No proposal shall be accepted from, nor will any contract be awarded to, any vendor who is in arrears to Moon upon any debt, fee, tax or contract, or who is a defaulter, as surety or otherwise, upon any obligation to Moon, or who is otherwise determined to be irresponsible or unreliable by Moon.

If the vendor is determined to be irresponsible or unreliable, Moon will notify the vendor of its finding, including evidence used, and allow the vendor an informal conference and opportunity to come into compliance within terms specified by Moon and its legal counsel.

Negotiations

Moon may award a contract on the basis of initial offers received, without discussions. Therefore, each initial offer should contain the vendor's best terms from a technical as well as a pricing standpoint.

Moon reserves the right to enter into contract negotiations with the selected vendor. If Moon and the selected vendor cannot negotiate a successful contract, Moon may terminate said negotiations and begin negotiations with the next highest scoring vendor. This process will continue until a contract has been executed, all vendors have been rejected, or Moon suspends the RFP process. No vendor shall have any rights against Moon arising from such negotiations.

Rules, Regulations, Licensing Requirements

The vendor shall comply with all laws, ordinances and regulations applicable to the services contemplated herein, including those applicable to conflict of interest and collusion. Vendors are presumed to be familiar with all Federal, State and local laws, ordinances, codes and regulations that may in any way affect the services offered.

Review of Proposals

Each proposal will be reviewed to determine if it is responsive to the submission requirements outlined in the RFP. A responsive proposal is one which follows the requirements of the RFP, includes all required documentation, is submitted in the format outlined in the RFP, and is of timely submission. Failure to comply with these requirements may deem your proposal non-responsive.

The vendor(s) will be selected from the qualified responses to the Request for Proposal. The selection process will be as follows:

- All proposals received will be reviewed by the Moon's Finance Director to ensure that all administrative requirements of the RFP package have been met by the vendors.
 - Each RFP will be reviewed to ensure that the vendor submitted a separately packaged cost proposal and technical proposal, only technical information is included in the technical proposal and only cost information is included in the cost proposal. Failure to meet these requirements may be cause for rejection of a proposal. All technical proposals that meet the administrative requirements will then be turned over to the evaluation team members for further evaluation.
 - Cost will be evaluated only after technical evaluations are complete, and only for those vendors deemed likely to be selected, based on technical evaluations. Information relative to cost proposals should be submitted in a separate, sealed envelope OR separate digital document and clearly marked with the vendor name and the phrase "COST PROPOSAL."
- Finance Director will disseminate all proposals received to the evaluation team for review.
- All vendors will be invited to present to the evaluation team – 1st Round Demonstration
 - This presentation should be a very high-level presentation limited to 30 minutes (non-inclusive of Q&A) and should review the key contents of the original proposal.
 - This presentation can be conducted virtually.
- Select vendors will then be invited back for 2nd Round Demonstration.
 - This presentation will be guided by specific questions provided by the evaluation team and will be limited to 30 minutes (non-inclusive of Q&A)
 - This presentation can be conducted virtually.
- A final rubric will grade all interactions, including the initial proposal.

Structure of Proposals

As previously stated, all proposals will contain 2 parts, the technical proposal and the cost proposal.

Technical Proposal

The format of the technical proposal is as follows:

- Executive Summary
 - o Provides main point of contact for proposal
- Company Background
- Proposed Solution
- Implementation Plan with Timeline
- Staffing Plan
 - o Include biography of project manager
- Response to Technical Requirements
- Exceptions/Deviations
- Five Client References
 - o All references must be government clients
 - o At least 3 should be in the state of Pennsylvania
 - o At least 1 should be a reference where there was a bad experience, and the vendor was able to recover and retain the client
- Addendum

Technical Requirements

This proposal should include the minimum vendor, technical, and functional requirements that will be evaluated by Moon. This is not a comprehensive list of all the Moon's requirements but includes the key requirements that will be used to evaluate proposals.

Moon expects vendors to respond in a factual manner, clearly identifying functions and features that are fully released, in testing, or slated for future release for each functional requirement. **Vendors must provide a rating for every section using the rating scale provided. Additional comments are allowed, but should be kept to a minimum to facilitate the analysis of the proposals.** The only exception to this are the sections clearly indicated to require open ended responses.

Technical Requirements Scale

Rating	Definition
4	Standard and available in the current release. Software fully supports this requirement. No customization or modification is required.
3	Meets requirement with minor configuration or modification. Vendor configuration is required, vendor maintains the application on upgrade paths. Testing and production of modifications will be completed by the implementation date. Show any costs for the modification.
2	Available with 3rd party software application. Indicate name of the application.
1	Does not meet requirement and requires substantial system modification. Indicate timing.
F	The required feature will be available in future release. Indicate anticipated release month and year. Provide proof that release is confirmed.
N/A	Not applicable or not available.

General System and Data Requirements

The following requirements apply to the proposed software solution in its entirety, across all modules and services.

The proposed software should support:

- Complete online help functions, including help with common errors/corrections.
- Unlimited users working in the same module simultaneously.
- Multiple users generating reports against the same data at the same time.
- “Drilling down” from reports, queries, or screens from summary to transactional detail.
- Adding scanned electronic documents to various records across the entire system (i.e. vendor master records, journal entry transactions, accounts payable transactions, etc.).
- Full integration between modules, including single entry of information (i.e. using information across multiple modules rather than requiring duplicate entry).
- Support for unlimited number of funds, policies, payments, journal entries, users, etc.
- User-defined account number structure.
- Easy import/export of data (banking, journal entries, budget transactions, other types of data) in formats compatible with Microsoft Excel.
- Audit Trail/Tracking – ability to view history of which users have accessed, created, modified data entry items.
- Approachable GUI.

General Ledger

The proposed software should support:

- Consistency with Governmental Accounting Standards Board (GASB) standards.
- Full fund accounting with self-balancing funds.
- Maintaining multiple years of budget/accounting history, by year (i.e. changes to current year GL account structures will not impact prior year accounts/amounts).
- Ability to lock the previous year after year-end closure to avoid inadvertent changes.
- Ability to soft-close the previous month after month-end closure to warn against inadvertent changes.
- At least 13 periods per year with open periods.
- The ability to denote the type of journal (payroll, reclass, bank, etc.). If no field is available to indicate type, the memo field should carry to the GL detail so entries can later be sorted by type.
- Posting manual and recurring journal entries.

The proposed software should support (cont.):

- Automatic journal entry reversals.
- Automatic year-end closing without loss of detail.
- Ability to post in future periods, including future fiscal years.

Budgeting

Moon is obligated to generate an annual budget and currently does so in a line-item format. A fully integrated budget module would include the ability to generate baseline budgets based on prior year budget (less one-time expenditures and adjusted for inflation); ability to track changes, generate what-if scenarios, and other forecasting methods; and support for capital asset and capital project budgeting. The ability to summarize budgets and/or provide consolidated budgets is also desired.

The proposed software should support:

- Generating annual operating and capital budgets.
- Budget preparation at the detail level.
- Summarizing annual budgets at a variety of levels, including account, category, fund, department, etc.
- Support for multiple budget versions (i.e. original, amended, adopted, etc.).
- Ability for departments to create, submit for approval, and monitor their own budgets.
- User evaluation of current and historical budget data on-demand and in real time.
- Budget-to-actual reports by month, year, or any user-defined time period.
- Forecasting revenues/expenses at a variety of levels (e.g. category, account, fund) under a variety of methods such as historical averages, percentages, fixed amounts, and by a user defined formula.
- Ability to save budget forecast scenarios.

Accounts Payable

Moon currently processes approximately 2,000 checks and 700 EFTs per year. Checks are issued for payment approximately once per month after manual review and signatures provided by the Board of Supervisors and/or authorized signors, with exceptions for previously approved contracts and recurring services, such as utilities. All requests for checks are provided manually with at least one approval. Entry is also performed manually. Purchase orders are not currently used.

The proposed software should support:

- Fully digital process including workflows and approvals (AP Automation).
- Ability to customize approval workflow based on department and/or dollar thresholds.
- Vendor maintenance, including tracking an unlimited number of vendors and modifying vendor contact info.
- Verification of budget status prior to accepting a transaction.
- Quick selection of vendors from a pull-down box, search field, etc.
- Tracking aging items and other exceptions.
- Supporting one-time vendor override payments.
- Recurring payables processing.
- Ability to assign default GL coding to a vendor record, and the ability to override the default if needed.
- Ability to post AP invoices in past (open) or future periods.
- Accessing vendor or purchase history by name, number, invoice date, check date, account code, and other criteria.
- Blocking duplicate invoice processing.
- Allowing users to cancel invoices.
- Laser check printing with check signature automatically printed on the check.
- Allowing users to cancel/void checks from a prior period in the current period.
- Tracking whether vendors require 1099s.
- 1099 reporting capabilities at the invoice line-item level, not simply the vendor or the invoice.
- 1099 printing capabilities for vendors that require them.
- Check reconciliation.
- Electronic payment to vendors (ACH, wire, debit).
- Positive pay file output.
- Bank reconciliation for multiple accounts.
- Purchase card transaction processing with ability to include invoice information for vendor purchases.

Accounts Receivable and Cash Receipting

Moon receives payments in cash, check, and limited credit card transactions. In addition, Moon maintains a robust number of development escrow accounts that require bi-monthly billing and performs contractual services to other parties that require on a variable cycle depending on the contract.

Moon wishes to be able to limit its exposure to cash. In addition, Moon wishes to be able to automate billing. Currently, billing is e-mailed manually.

The proposed software should support:

- Invoice generation, and ability to e-mail invoices to AR customers.
- Acceptance of electronic payments.
- Providing the ability to define payment mode.
- Automatic “account due” reminders generated and sent to customers with past due balances.
- Integration with Accounts Payable system to facilitate billing AR customers for items or services purchased through Accounts Payable.
- Cash receipting.
- Ability to import receipting from other software in Excel format or ability to build APIs with other products to decrease duplication of entries.

Grant Management

Moon receives a significant amount of funding through grants from a variety of sources. These funds are used to support programming, acquire capital assets, and upgrade its infrastructure. At times, grants may co-exist on a project due to a required match.

The proposed software should support:

- Budgeting by grant across fiscal years.
- Ability to track grant-eligible expenditures and revenues.
- Summary and detail reporting of grant activity, including detailed AP or asset transactions.
- Easy preparation of the federally required Schedule of Expenditure of Federal Awards (“SEFA”).

Contract Management

The proposed software should support:

- Processing and tracking contract balances.
- Calculating contract retainage.
- Maintaining contract beginning and expiration dates, contract approval routing queues, insurance requirement information.
- Linking contracts to grants and/or projects as appropriate.

Fixed Assets

Moon currently identifies and records land, buildings/structures, site improvements, and fixed and moveable equipment with a replacement cost exceeding \$1,500 with a useful life of one year or more. This inventory is reevaluated annually, and a physical appraisal is completed every five years.

The proposed software should support:

- Integration with Accounts Payable system to facilitate additions to the fixed assets inventory.
- Assigning fixed assets to one or more funds, users, and/or locations.
- Defining classes and categories of fixed assets.
- Tracking acquisition methods for each fixed asset.
- Bar coding assets for physical inventory would be considered a bonus feature, but not required.
- Tracking the following information for each asset:
 - Description of the asset
 - A serial number or other ID number
 - Title holder
 - Acquisition date
 - Original cost of the asset (including multiple funding sources – i.e. federal grants and local match)
 - Location
 - Use and condition of the asset

Payroll/Human Resources

Moon currently uses UKG Ready for its payroll and is entertaining the option to add on human resources components. No change to the payroll module will be made at the time of this proposal and will not be re-evaluated until approximately 2030. Import of General Ledger data from UKG in Microsoft Excel format is a requirement of all proposals.

Reporting

The following reporting functions are essential to enable Moon to properly evaluate its finances, prepare budgets, and adapt to changing financial circumstances. Reporting functions should be straightforward, user-friendly, and involve no additional coding or use of proprietary databases to retrieve information.

The proposed software should support:

- User customization of fields, reports, and budget forecasts.
- Standardized reporting templates are accessible to all users.
- Custom reports are accessible to individual users or all users.
- Scheduling reports to run at specific intervals/dates.
- Conducting searches, posting transactions, and generating reports at all levels of the account structure by fiscal year, month, calendar years, or any user defined date.
- Performing keyword, wild card, and multiple field queries.
- Saving queries and making saved queries available to other users.

User Accounts/Security

The proposed software should support:

- Use of credentials and passwords to assign permissions.
- Role-based security and ability to assign users to multiple roles.
- Modify, view, or restrict access controls.
- Reports regarding unauthorized access to sensitive data (e.g. personal info, social security, etc.)
- Unlimited user licenses.
- Ability for independent financial auditors to log in and access the software in “view only” mode.

The following sections require open-ended responses:

Training and Implementation

Moon is looking forward to the opportunities that come along with a new software product and provider. We are taking an approach that this is the moment where we can start from the ground up to rethink and enhance our internal and external services provided.

The vendor should provide:

- Types and amount of training provided during implementation, including training environment.
- Description of any additional training available outside of implementation.
- Options for delayed implementation of the select modules as previously indicated.
- Details on any access to communities, message boards, or similar user-based knowledge centers.
- Whether training and implementation is provided directly by the software company or a third-party reseller.
- The amount of documented training available from vendor to train future employees that will not be privy to the initial implementation period. Provide example.

Additional Questions

- How are system updates managed? How often are they released? What is the typical downtime during an update?
- Describe system backup capabilities, redundancy, and Moon's ability to continue accessing/using data in the event of a power outage, cybersecurity attack to Moon or the vendor, interruption to internet and/or Wi-Fi service, disasters that impact Moon or the vendor. What mechanisms would be in place to enable staff to continue to fully function/work remotely?
- How will Moon's data be protected from external threats?
- Describe the system's data retention schedule/capabilities.
- Do you currently have APIs established with any of the other products that we use? Can you establish APIs with them?
- Summarize any portion of the software proposed that is currently in beta testing.
- Summarize your current staffing for customer support.
 - Include the locations and hours of your customer support team(s).
- Summarize the data conversion process and Moon's responsibility in it.
- Describe the vendor's disaster preparedness and business continuity plans.
- Provide last date of vendor's SOC 1 Type 2 audit.

Non-Specified Information

If vendors wish to include information in their proposals that is not explicitly requested in this document, such information should be submitted as an addendum.

Cost Proposal

The cost proposal should include the following:

- A 3-year price quote for server-based software with a breakdown of each module's cost, if applicable, and each year's cost
 - Include a timeline of when costs are due to the vendor.
 - Include optional add-ons of the following modules (if available):
 - Human Resources
 - Payroll
 - Community Development/Planning
 - Permitting
 - Code Enforcement
 - Billing
 - Facility Rentals
 - Recreation Event Management
- A 3-year price quote for cloud-based software/SaaS software with a breakdown of each module's cost, if applicable, and each year's cost
 - Include a timeline of when costs are due to the vendor.
 - Include optional add-ons of the following modules (if available):
 - Human Resources
 - Payroll
 - Community Development/Planning
 - Permitting
 - Code Enforcement
 - Billing
 - Facility Rentals
 - Recreation Event Management
- Implementation costs
 - Include a timeline of when costs are due and what milestones must be achieved for payment.
 - Indicate if future implementation costs would apply to modules implemented later than the original implementation period and what your current cost structure is for this (i.e. Based on an hourly rate, flat fee).
- Data conversion costs
 - 7 years of data

Cost Proposal (cont.)

- Costs of an enhancements or customizations required due to scope of RFP
- Separate costs per vendor if multi-vendor RFP
- Annual maintenance/licensing fees
- Current costs of upgrades
- Training costs
 - Indicate the amount of training included in implementation and break out additional costs if additional training is needed or requested by Moon during implementation or in the future.
- Any fees related to customer support
- Costs of any warranties

Tax Exempt Status

Moon is exempt from the payment of any Pennsylvania sales tax and Federal excise or transportation taxes. The proposal price(s) shall be net, exclusive of taxes.

Pricing Eligibility Period

All vendor proposals are required to be offered for a term not less than 180 calendar days in duration. A proposal may not be modified, withdrawn or cancelled by a vendor during the 180-day time period following the time and date designated for the receipt of proposals.