



INVITATION FOR BID

VIRGINIA SHERIFFS' ASSOCIATION HEAVY EQUIPMENT PROCUREMENT PROGRAM BID NUMBER 24-05-0713

Pre-Bid Conference
May 4th, 2023 at 10:00 am – 1:00 pm EST

The Pre-Bid Conference will be held at the following location:

*Hilton Richmond Hotel & Spa/Short Pump
Meeting Room: Henrico Room
12042 West Broad Street
Richmond, VA 23233*

***Please RSVP by April 18th, 2023 – Kaylyn Mitman, Virginia Sheriffs' Association at:
kmitman@virginiasheriffs.org. Lunch will be provided.***

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The First Draft Bid Package will be available in VendorLink on April 20th, 2023. On April 20th, the list of equipment and groups will be updated within VendorLink. All equipment requests must be emailed to kmitman@virginiasheriffs.org by April 6th for your equipment to be included in the First Draft Bid Package. Please ensure you are receiving all VendorLink notifications.

A copy of the Association's Terms and Conditions can be found on the Virginia Sheriffs' Association's website – www.vasheriff.org

**ALL VENDORS MUST REGISTER WITH VENDORLINK.
TO REGISTER PLEASE VISIT - <https://www.myvendorlink.com/common/register.aspx>**

<https://vasheriff.org/procurement/heavy-equipment-procurement-program/>



Virginia Sheriffs' Association Heavy Equipment Procurement Program

Contract Number:	24-05-0713
Title:	Heavy Equipment
Contract Effective Dates:	August 15, 2023 – August 14, 2024
Bid Period Opens:	June 13, 2023
Bid Period Closes:	July 13, 2023 at 12 noon EST



Inquiries: Questions, which may arise as a result of this solicitation, may be addressed to Jason Bennett, VSA Contract Administrator, by email to jbennett@virginiasheriffs.org. Inquires must be received at least ten (10) business days prior to the due date in order to be considered.



My signature below certifies that: *(This form must be returned with your bid package)*

- ★ I agree to abide by all conditions of this Invitation for Bids and that I am authorized to sign this bid;
- ★ The accompanying bid is not the result of, or affected by, an unlawful act of collusion with another person or company engaged in the same line of business or commerce, or any act of fraud punishable under §18.2-498.1, et. seq. of the *Code of Virginia*. Furthermore, I understand that fraud and unlawful collusion are crimes under the Virginia Governmental Frauds Act, the Virginia Government Bid Rigging Act, the Virginia Antitrust Act, and Federal Law, and can result in fines, prison sentences, and civil damage awards;
- ★ That the accompanying bid is in compliance with applicable provisions of the State and Local Government Conflict of Interests Act (§2.2-3100, et. seq. of the *Code of Virginia*). Specifically, without limitation, no Virginia Sheriffs' Association employee/representative or a member of the employee/representative's immediate family shall have a proscribed interest in a contract; and



In compliance with this Invitation for Bids and to all conditions imposed therein, the undersigned offers and agrees to furnish the goods/services in accordance with this signed bid.

Complete Legal Name of Firm: _____

Order from Address: _____

Remit to Address: _____

Signature: _____ **Email:** _____

Name (type/print): _____ **Phone:** _____

Title: _____

Fed ID Number: _____



**Virginia Sheriffs' Association
2023-2024 Heavy Equipment Calendar
Bid 24-05-0713**

Program Introduction and Solicitation		
	Start Date	Due Date
Solicitations to Vendors	March 23, 2023	March 23, 2023
Vendor Registration - <i>All bidders must create an account with VendorLink prior to the bid period opening.</i>	March 23, 2023	June 7, 2023 at 5:00 pm EST
Invitation to Bid Announcement Publication and Advertisement	March 30, 2023	March 30, 2023
NAPC Advertisement	March 30, 2023	March 30, 2023
New/Updated Model Specification Review 1		
	Start Date	Due Date
Equipment Requests due to VSA - <i>Any equipment that needs to be available for bidding for the 2023-2024 contract year.</i>	April 6, 2023	April 6, 2023
Pre-Bid Conference RSVP due to Kaylyn Mitman at kmitman@virginiasheriffs.org	April 18, 2023	April 18, 2023
First Draft Bid Package available in VendorLink for Vendor Review	April 20, 2023	April 20, 2023
Vendor Responses to First Draft Bid Package due to VSA - <i>Any additional changes that need to be made to the list of equipment that will go out to bid.</i>	April 27, 2023	April 27, 2023
New/Updated Model Specification Review 2		
	Start Date	Due Date
Pre-Bid Conference for all Vendors - <i>Hilton Richmond Hotel & Spa/Short Pump *</i>	May 4, 2023 at 10:00 AM EST	May 4, 2023 at 1:00 PM EST
Second Draft Bid Package available in VendorLink for Vendor Review	May 17, 2023	May 17, 2023
Vendor Responses to Second Draft Bid Package due to VSA - <i>Any additional changes that need to be made to the list of equipment that will go out to bid.</i>	May 24, 2023	May 24, 2023
Bid Finalization and Announcement		
	Start Date	Due Date
VSA Finalizes List of Equipment Eligible for Bidding	June 9, 2023	June 9, 2023
Bid Period Open - <i>All bidding must be completed within VendorLink for a bid to be considered .</i>	June 13, 2023	July 13, 2023 at 12 noon EST
Deadline to Submit Bid - <i>All pricing and required documents to be submitted within VendorLink .</i>	July 13, 2023	July 13, 2023 at 12 noon EST
Bid Tabulation Results Posted by VSA	July 14, 2023	July 14, 2023 by 5:00 pm EST
Review of Bid Submissions by VSA	July 17, 2023	August 8, 2023
Intent to Award Published by VSA and Bidder Review of Award	August 9, 2023	August 9, 2023
Bid Award Announcement and Publication - <i>All awarded contracts go into effect.</i>	August 15, 2023	August 15, 2023

*Hilton Richmond Hotel & Spa/Short Pump
12042 West Broad Street
Richmond, VA 23233
(Meeting will be held in the Henrico Room - Lunch will be provided)



Virginia State Corporation Commission Registration Information

The bidder shall check one of the following.

The bidder is:

- a corporation or other business entity with the following SCC identification number: _____
_____ **-OR-**
- not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust **-OR-**
- an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from bidder's out-of-state location) **-OR-**
- an out-of-state business entity that is including with this bid an opinion of legal counsel which accurately and completely discloses the undersigned bidder's current contacts with Virginia and describes why those contacts do not constitute the transaction of business in Virginia within the meaning of § 13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

****NOTE**** >> Check the following box if you have not completed any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for bids.

Bidder's Signature

Date



VSA Heavy Equipment
Bid 24-05-0713
Available Groups as of 3.23.2023

Number	Group
1	All-Terrain Vehicles
2	Asphalt Maintenance and Recycling Equipment
3	Automatic Transfer Switches
4	Bodies
5	Cab Protectors
6	Cameras
7	Chassis and Trucks
8	Combination Jet Vacuum Rodding Machines
9	Compactors
10	Container Carriers
11	Crushing Equipment
12	Digger Derricks
13	Directional Drills
14	Disinfecting & Sanitizing Equipment
15	Drawer Systems
16	Drum Rollers
17	Dump Inserts
18	Elevated Work Platforms
19	Excavators
20	Feeder Stackers
21	Forestry
22	Fuel Tanks
23	Fuel/Lube Equipment
24	Garage Equipment
25	Generators
26	Hireach Aerial Work Platforms
27	Hoists
28	Horizontal Grinders, Wood Grinders and Chippers
29	Hydraulic Breakers/Hammers
30	Hydraulic Bucket Machines
31	Industrial Floor Cleaning Equipment
32	Industrial Waste and Recycling Equipment
33	Industrial Weighing Equipment
34	Jumping Jacks
35	Leaf & Debris Collection Equipment
36	Liftgates
37	Lifts
38	Lighting
39	Loaders
40	Material Classifiers
41	Material Handlers
42	Message Signs
43	Mobile Air Compressors
44	Mobile Stackers

45	Motor Graders
46	Moveable and Stationary Plunger Modular Units
47	Mowers
48	MSAS Sign Alert Systems
49	Mulching Equipment
50	Navigational Systems
51	Parking Patrol Vehicles
52	Personnel Carriers
53	Picking Stations
54	Piercing Tools
55	Plate Tamps
56	Platform Bodies/Flatbeds
57	Pull Scrapers
58	Pumps
59	Radar Speed Monitors and Trailers
60	Ramps
61	Refuse and Recycling Roll-out Carts
62	Rodding Machines
63	Roll-off Containers
64	Roll-offs - Cable/Hooklift
65	Roll-Sizers
66	Rotationally Molded Refuse & Recycling Roll-out Carts
67	Sewer Cleaners
68	Sewer Easement Machines
69	Shredders
70	Snow Equipment
71	Stump Removal Equipment
72	Sweepers
73	Tack Distributors
74	Tarping Systems
75	Telescopic Handlers
76	Tool Carriers
77	Toolboxes
78	Tracked Stackers
79	Tractors
80	Trailers
81	Trenchers and Plows
82	Trommel Screens
83	Truck Bed Covers
84	Turf Equipment
85	Underground Pipeline Inspection Equipment
86	Utility Locators
87	Utility Vehicles
88	Van Equipment
89	Vehicle Lifts
90	Vehicle Mounted Cranes
91	Walk Behind Rollers
92	Warning and Mass Notification Systems