



**Virginia Sheriffs' Association
2024-2025 Heavy Equipment Calendar
Bid 24-05-0713R & Bid 25-06-0711**

Program Introduction and Solicitation		
	Start Date	Due Date
VSA Publishes Solicitation for Vendors	March 15, 2024	March 15, 2024
Vendor Registration - <i>All bidders must create an account with VendorLink prior to the bid period opening.</i>	March 15, 2024	June 6, 2024 at 5:00 pm EST
VSA Provides Rollover Agreement to Current Contract Holders	March 15, 2024	March 15, 2024
Deadline for Current Contractors to Submit Signed Rollover Agreement or Confirmation to not Rollover to VSA (kmitman@virginiasheriffs.org)	March 22, 2024	March 22, 2024
VSA Publishes Invitation for Bid Announcement Publication and Advertisement	April 1, 2024	April 1, 2024
VSA Publishes NAPC Advertisement	April 1, 2024	April 1, 2024
VSA Publishes Newspaper Advertisement	April 1, 2024	April 1, 2024
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 2024-2025 contract year.</i>	April 2, 2024	April 2, 2024
Deadline for Vendors to Submit the Pre-Bid Conference RSVP to kmitman@virginiasheriffs.org - <i>Meeting materials will be provided to all who RSVP</i>	April 9, 2024	April 9, 2024
VSA Publishes First Draft Bid Package in VendorLink for Vendor Review	April 12, 2024	April 12, 2024
Pre-Bid Conference for all Vendors - <i>Meeting will be held via Zoom.</i>	April 16, 2024 at 10:00 am EST	April 16, 2024 at 12:00 pm EST
Deadline for Vendors to Respond to the VSA (kmitman@virginiasheriffs.org) regarding the First Draft Bid Package - <i>Any additional changes that need to be made to the list of equipment that will go out to bid.</i>	April 19, 2024	April 19, 2024
New/Updated Model Specification Review 2		
	Start Date	Due Date
VSA Publishes Second Draft Bid Package in VendorLink for Vendor Review	May 8, 2024	May 8, 2024
Deadline for Vendors to Respond to the VSA (kmitman@virginiasheriffs.org) regarding the Second Draft Bid Package - <i>Any additional changes that need to be made to the list of equipment that will go out to bid.</i>	May 15, 2024	May 15, 2024
Bid Finalization and Announcement		
	Start Date	Due Date
VSA Finalizes List of Equipment Eligible for Bidding under Bid 25-06-0711 - <i>Published in VendorLink</i>	June 4, 2024	June 4, 2024
Bid Period Open - <i>All bidding for Bid 25-06-0711 must be completed within VendorLink to be considered .</i>	June 7, 2024	July 11, 2024 at 12 noon EST
Deadline for Current Contractors to Submit Rollover Price Increase Requests and Item Withdraw Requests to the VSA (kmitman@virginiasheriffs.org) for Bid 24-05-0713R	June 7, 2024	June 7, 2024
Deadline for Vendors to Submit Bid Package for Bid 25-06-0711 - <i>All pricing and required documents to be submitted within VendorLink .</i>	July 11, 2024 at 12 noon EST	July 11, 2024 at 12 noon EST
Deadline for 5 Government References to complete VSA online Government Reference Form for Vendors bidding under Bid 25-06-0711.	July 11, 2024 at 12 noon EST	July 11, 2024 at 12 noon EST
VSA Publishes Bid Tabulation Results	July 15, 2024	July 15, 2024 by 5:00 pm EST
VSA Review of all Bid Submissions	July 16, 2024	August 12, 2024
VSA Publishes Intent to Award/Bidder Review of Award	August 13, 2024	August 13, 2024
VSA Publishes Rollover Contract - <i>Bid 24-05-0713R goes into effect .</i>	August 15, 2024	August 15, 2024
VSA Announces and Publishes Official Bid Award - <i>All awarded contracts go into effect for Bid 25-06-0711.</i>	August 15, 2024	August 15, 2024