



**Virginia Sheriffs' Association**  
**2025-2026 Vehicle & Motorcycle Procurement Calendar**  
**Bid 25-08-0917R & Bid 26-09-0917**

Program Introduction and Solicitation		
	Start Date	Due Date
VSA Publishes Solicitation for Dealers and Manufacturers	July 2, 2025	July 2, 2025
Vendor Registration - <i>All bidders must create an account with VendorLink prior to the bid period opening.</i>	July 2, 2025	August 20, 2025
VSA Provides Rollover Agreement to Current Contract Holders	July 2, 2025	July 2, 2025
VSA Publishes Invitation for Bid Announcement and Publication	July 8, 2025	July 8, 2025
VSA Publishes NAPC Advertisement	July 8, 2025	July 8, 2025
VSA Publishes Newspaper Advertisement	July 8, 2025	July 8, 2025
Deadline for Current Contractors to Submit Signed Rollover Agreement or Confirmation to not Rollover to VSA (kmitman@virginiasheriffs.org)	July 9, 2025	July 9, 2025
New/Updated Model Specification Review 1		
	Start Date	Due Date
Vehicle/Motorcycle Model Requests due to VSA (kmitman@virginiasheriffs.org) - Any vehicles/motorcycles that need to be available for bidding for the 2025-2026 contract year. (Note: These requests cannot include any models that are on the existing contract)	July 9, 2025	July 9, 2025
VSA Publishes First Draft Bid Package in VendorLink for Dealer/Manufacturer Review.	July 16, 2025	July 16, 2025
Deadline for Dealers/Manufacturers to submit the Pre-Bid Conference RSVP to kmitman@virginiasheriffs.org	July 18, 2025	July 18, 2025
Deadline for Vendors/Manufacturers to Respond to the VSA (kmitman@virginiasheriffs.org) regarding the First Draft Bid Package - All responses must be submitted using the "Add/Delete" Form which is available in VendorLink within the "Documents" section of Bid 26-09-0917 - This response is for any additional changes that need to be made to the list of vehicles and motorcycles included in the First Draft Bid Package that will go out to bid.	July 23, 2025	July 23, 2025
New/Updated Model Specification Review 2		
	Start Date	Due Date
Pre-Bid Conference (Zoom) – <b>Tesla</b> (9:00 am – 10:00 am EST)*	July 28, 2025	July 28, 2025
Pre-Bid Conference (Zoom) – <b>Motorcycles</b> (10:30 am – 11:30 am EST)*	July 28, 2025	July 28, 2025
Pre-Bid Conference (Zoom) – <b>Mercedes Benz</b> (2:00 pm – 3:00 pm EST)*	July 28, 2025	July 28, 2025
Pre-Bid Conference (Zoom) – <b>New Vehicle Manufacturers</b> (9:00 am – 10:00 am EST)*	July 29, 2025	July 29, 2025
Pre-Bid Conference (Zoom) – <b>Nissan</b> (10:30 am – 11:30 am EST)*	July 29, 2025	July 29, 2025
Pre-Bid Conference (Zoom) – <b>Toyota</b> (2:00 pm – 3:00 pm EST)*	July 29, 2025	July 29, 2025
Pre-Bid Conference (Zoom) – <b>Stellantis</b> (9:00 am – 11:00 am EST)*	July 30, 2025	July 30, 2025
Pre-Bid Conference (Zoom) – <b>Ford</b> (11:30 am – 1:30 pm EST)*	July 30, 2025	July 30, 2025
Pre-Bid Conference (Zoom) – <b>General Motors</b> (2:00 pm – 4:00 pm EST)*	July 30, 2025	July 30, 2025
VSA Publishes Second Draft Bid Package in VendorLink for Dealer/Manufacturer Review.	August 1, 2025	August 1, 2025
Deadline for Vendors/Manufacturers to Respond to the VSA (kmitman@virginiasheriffs.org) regarding the Second Draft Bid Package - All responses must be submitted using the "Add/Delete" Form which is available in VendorLink within the "Documents" section of Bid 26-09-0917 - This response is for any additional changes that need to be made to the list of vehicles and motorcycles included in the Second Draft Bid Package that will go out to bid.	August 8, 2025	August 8, 2025
Bid Finalization and Announcement		
	Start Date	Due Date
VSA Finalizes List of Vehicles/Motorcycles Eligible for Bidding under Bid 26-09-0917 - Published in VendorLink.	August 20, 2025	August 20, 2025
Bid Period Open - All bidding for Bid 26-09-0917 must be completed within VendorLink for a bid to be considered.	August 27, 2025	September 17, 2025 at 12 noon EST
Deadline for Current Contractors to Submit Rollover Price Increase Requests, Model Name Change Requests, and Item Withdraw Requests to the VSA (kmitman@virginiasheriffs.org) for Bid 25-08-0917R.	August 27, 2025	August 27, 2025
Deadline for Dealers to Submit Bid Package for Bid 26-09-0917 - All pricing and required documents to be submitted within VendorLink.	September 17, 2025 at 12 noon EST	September 17, 2025 at 12 noon EST
Deadline for 5 Government References to complete VSA online Government Reference Form for all Dealers Bidding under Bid 26-09-0917.	September 17, 2025 at 12 noon EST	September 17, 2025 at 12 noon EST
VSA Publishes Bid Tabulation Results.	September 18, 2025	September 18, 2025 by 5:00 pm EST
VSA Review of Bid Submissions.	September 19, 2025	October 3, 2025
VSA Fleet Advisory Committee Meeting (10:00 am – 12:00 pm EST) - Zoom	October 1, 2025	October 1, 2025
VSA Publishes Intent to Award/Bidder Review of Award.	October 6, 2025	October 6, 2025
VSA Publishes Rollover Contract - <i>Bid 25-08-0917R goes into effect.</i>	October 9, 2025	October 9, 2025
VSA Announces and Publishes Official Bid Award - <i>All awarded contracts under Bid 26-09-0917 go into effect.</i>	October 9, 2025	October 9, 2025

\* **Pre-Bid Conference Meeting Materials:** All meeting materials and zoom details will be provided to all who RSVP by the deadline outlined above.