BID 27-04-1106

VIRGINIA SHERIFFS' ASSOCIATION

Strengthening Communities.
Honoring Service.

INVITATION FOR BIDS

TIRE
PROCUREMENT PROGRAM

- Pursuit and Emergency Tires
- Passenger and Light Truck Tires
- Commercial Truck Tires
- Off Road and Agricultural Tires
- Specialty and Solid Rubber Tires
- Re-Tread Tires and Rubber Tracks

COMPETITIVELY SOLICITED
Fair. Transparent. Accountable.

CONTRACTOR TRUSTED
Vetted. Reliable. Ready.

AGENCY FOCUSED
Equipping Those Who Serve.

EQUIPPING VIRGINIA. DELIVERING VALUE.

ONE MISSION. ONE COMMUNITY.

1 Issuing organization

Virginia Sheriffs' Association (VSA)
901 East Byrd Street, Suite 1301
Richmond, Virginia 23219

The VSA is issuing this Invitation for Bids (IFB) as a competitive sealed bidding solicitation conducted in the intent and spirit of the Virginia Public Procurement Act VPPA, Virginia Code § 2.2-4300 et seq., including the process described in § 2.2-4302.1. As stated in General Section 1.1 of the IFB Terms and Conditions, the VSA is not a Public Body.

This is a cooperative procurement being conducted on behalf of other public bodies. Virginia Code § 2.2-4304 authorizes Virginia public bodies to purchase from VSA cooperative contracts, subject to applicable statutory requirements.

2 Purpose and intent

The purpose of this IFB is to establish competitively awarded contracts with qualified tire manufacturers for the products identified in the Tire Procurement Program specifications. Manufacturers will provide contract pricing and lists of approved dealers authorized to market and sell awarded products. VSA will make approved pricing and dealer information available to purchasing public bodies.

3 Eligible customers

Consistent with General Section 1.4, contracts are available to Virginia public bodies and eligible out-of-state public bodies where cooperative purchasing is permitted by their applicable laws, regulations, ordinances, and procurement requirements. Each purchasing public body is responsible for determining its authority to use the contract. No VSA membership, registration, or advance enrollment is required.

4 Procurement method

Award will be made to the lowest responsive and responsible bidder or bidders on the applicable award basis stated in this solicitation. Bids must conform in all material respects to the IFB, detailed specifications, IFB Terms and Conditions, Tire Procurement Addendum, and written solicitation addenda. Multiple awards may be made per the IFB Terms and Conditions.

5 Bid schedule

Event	Date in 2026
Solicitation development begins	September 28
IFB and public notice issued	October 5
Bid package and instructions published	October 13
Bidding opens	October 26
Bidding ends	November 6 at 12 noon EST
Bid tabulation posted	November 6
Evaluation of bids	November 7–13
Notice of Intent to Award posted	November 16
Notice of Award issued	November 20

The bid calendar is incorporated by reference. Schedule dates are subject to amendment by the VSA. October 26 begins the submission period; it is not the opening of sealed bids. Bid tabulation is not a contract award.

6 Bidder communications and pre bid information

The attached tire calendar does not schedule a pre-bid conference. Bidders shall review the bid package and instructions published October 13 and all subsequent written solicitation addenda.

Questions and requests for clarification must be submitted electronically to Jason D. Bennett at jbennett@virginiasheriffs.org in accordance with General Section 1.8, which requires submission no later than ten calendar days before the scheduled bid opening date. VSA will issue clarifications, corrections, and amendments through written addenda. Bidders shall not rely on informal statements or explanations and shall verify that they have received and reviewed all applicable addenda.

7 Submission of bids

All bids must be successfully submitted electronically through VendorLink before November 6, 2026, at 12 noon EST. Bidders must complete VendorLink registration and be registered as a Planholder for this solicitation. Bidders are responsible for timely submission and for following the published instructions.

- No paper, email, faxed, or hand-delivered bids will be accepted.
- Submit all required pricing, certifications, forms, specifications, and attachments through VendorLink.
- Complete the Required Bid Packet, including signatures and notarization where required.
- Provide State Corporation Commission registration information or the applicable explanation required by General Section 1.13, insurance documentation, manufacturer certifications, and all other applicable bid documents.
- Enter pricing and submit supporting specifications for the designated tire items in the manner required by VendorLink and the published bid instructions.

Bidders may revise or resubmit bids before the closing deadline. Only the final bid successfully submitted before closing will be evaluated. Late bids will not be considered. A bid that is incomplete or fails to satisfy a material requirement may be rejected as nonresponsive. See General Sections 1.15–1.17 and 1.20.

8 Sealed bid opening and announcement

Electronic submissions remain secure and inaccessible to the VSA Contract Administrator and all other parties until the official bid closing date and time. Timely bids will be publicly opened and announced on November 6, 2026, at 12 noon EST. Bidders may attend, but attendance is not required. Attendance and access instructions will be provided through VendorLink before the opening.

The initial bid tabulation and subsequent Intent to Award results will be posted electronically in accordance with the calendar and General Section 1.19. If tabulation posting is delayed, the Contract Administrator will notify bidders electronically and provide a revised posting date.

9 Scope of products

Bidders shall bid only the models listed in each designated specification and supply products meeting or exceeding all applicable detailed requirements. The specification classes below retain the numbering in Addendum A Section A-1.04.

Spec.	Product class
1	Law Enforcement Pursuit and Emergency High Speed Vehicle Tires
2	Passenger Vehicle Tires
3	Light Truck and Related Vehicle Tires
4	Commercial Truck and Related Vehicle Tires
5	Off Road Equipment Tires
6	Agricultural Farm and Implement Tires
7	Specialty Tires
8	Off the Road OTR Solid Rubber Molded Tires
9	Press On Solid Rubber Tires
10	Industrial Solid Rubber Tires
11	Re-Tread Tires
12	Rubber Tracks for Tractors and Equipment

Detailed specifications and submission instructions are available in VendorLink. Addendum A Section A-1.04 requires new, unused, current-production tires and brands qualified under the applicable Cooperative Approved Tire List CATL, or a Qualification Certification Form signed by the CATL Program Administrator in lieu of listing. All qualification requirements are governed by the addendum and detailed specifications.

Federal and Virginia manufacturing and safety requirements, testing, fitment, and substitutions are governed by Addendum A Sections A-1.05 and A-1.06. Nonconforming products may be grounds for termination. Any apparent conflict in applicable laws must be brought promptly to the Contract Administrator.

10 Eligibility and responsibility

Participation is limited to tire manufacturers licensed to do business in the Commonwealth of Virginia, as provided in Addendum A Section A-1.02. Manufacturers must agree to the IFB Terms and Conditions and demonstrate the ability, capacity, skill, integrity, experience, and resources necessary to perform the contract.

Bidders must maintain applicable licenses, certifications, authorizations, personnel, facilities, and insurance, demonstrate satisfactory previous contract performance and compliance with law, and provide the approved dealer list required by the Tire Procurement Addendum. SCC information shall be supplied in accordance with General Section 1.13. VSA may verify qualifications, investigate facilities, and determine bidder responsibility under General Sections 1.12 and 1.20.

Government references are governed by General Section 1.11. New bidders shall provide at least five government references using the official VSA form. Completed forms must be sent directly by the government agency to the Contract Administrator; bidder-submitted or bidder-forwarded references will not be accepted. Current active VSA contractors participating in the corresponding new solicitation for the same program and contract year are exempt unless VSA specifically requests additional references. Any exception requires written VSA authorization.

11 Evaluation and award

VSA will evaluate timely bids for material conformity with the published specifications and contractual requirements, pricing, and bidder responsibility. Awards may be made by designated item or specification class to the lowest responsive and responsible bidder for that award unit. VSA may make multiple awards across items or classes and to more than one bidder where the published bid requirements provide for multiple awards. Detailed price submission and evaluation instructions form part of the bid package published in VendorLink.

VSA may reject any or all bids or any separable portion, and may waive only minor informalities or immaterial irregularities within General Section 1.20. A waiver shall not affect material requirements, confer a competitive advantage, prejudice another bidder, or alter the award outcome. Only approved and published products and pricing may be offered under an awarded contract.

12 Contract term

Under Addendum A Section A-1.01, contracts have an initial two-year term and remain effective through the expiration date established by VSA or until publication of the next official contract award, whichever occurs later. The calendar schedules the Notice of Award for November 20, 2026; the executed Contract Award Agreement will establish the contract dates.

At VSA's sole option and discretion, and by mutual agreement, a contract may be renewed for up to two additional consecutive two-year terms. Any continuation beyond the stated term by mutual consent is month-to-month only and does not constitute an implied renewal. No minimum purchase volume is guaranteed.

13 Contract administration and tire dealer responsibilities

Manufacturers shall provide approved price sheets and dealer lists for publication by VSA under Addendum A Section A-1.02. Dealer sales reporting and purchasing documents shall use the Manufacturer's VSA Public Body Code as required by Section A-1.07. Public bodies place orders directly with the applicable contracted vendor; VSA is not a party to a public body's purchase order.

The 0.75% VSA administrative fee must be incorporated into bid and contract pricing, subject to General Section 1.18. It shall not be added as a separate line item. Price changes are subject to the approval procedures and restrictions in the IFB Terms and Conditions.

Under Addendum A Sections A-1.03 and A-1.09, tire purchase orders need not be submitted individually when received. Copies of all Tire Program purchase orders shall accompany the quarterly report. Reports must include total sales dollars and tire units, with applicable public body, purchase order number, dealer, brand, units sold, and total purchase order amount.

Quarterly reports are due by the tenth day of the month following the quarter; fee payments are due by the fifteenth. Contractors shall await VSA's invoice before remitting payment and report quarters with no sales as required by General Section 3.18. Applicable late-fee and audit provisions remain in effect.

Insurance and indemnification

General Section 3.4 applies as modified by Addendum A Section A-1.08. The definitions in Section A-1.00 control the classification of Independent Tire Dealers, Manufacturer-Owned or Operated Tire Dealers, and their subcontractors.

A manufacturer is not liable for, or required to indemnify, defend, or hold harmless protected parties for claims to the extent arising from an Independent Tire Dealer acting independently. Authorization to sell the manufacturer's products alone does not make that dealer its agent or subcontractor.

The manufacturer remains responsible under Section 3.4 for Manufacturer-Owned or Operated Tire Dealers and their subcontractors. An independent dealer performing work as such a subcontractor does not receive the exclusion for that work. The manufacturer's own conduct, directed or controlled dealer conduct, and product design, manufacture, quality, safety, defects, recalls, warranties, and contract compliance remain its responsibility. All other applicable insurance and procedural requirements remain in effect.

14 Compliance with law

This solicitation and resulting contracts shall be governed by Virginia law and the applicable IFB Terms and Conditions. Purchasing public bodies remain responsible for complying with their governing purchasing requirements. Bid protests and contract disputes are governed by the procedures in the incorporated terms.

15 Public notice of competitive sealed bidding

The procurement calendar schedules issuance of this IFB and public notice for October 5, 2026. Public notice shall provide access to the solicitation opportunity in keeping with the intent of Virginia Code § 2.2-4302.1, including notice at least ten days before the date set for receipt of bids. Copies of the notice and information on access to this solicitation may be requested from the Contract Administrator.

16 IFB Terms and Conditions

The VSA IFB Terms and Conditions 2026–2027 together with Addendum A for the Tire Procurement Program, are incorporated by reference and are essential parts of this solicitation. The bid calendar, Required Bid Packet, detailed specifications, published VendorLink instructions, and written solicitation addenda shall be reviewed with this IFB.

All bidders are responsible for reviewing, understanding, and complying with the full solicitation documents. Submission of a bid constitutes acknowledgment and acceptance of the applicable IFB Terms and Conditions and Tire Procurement Addendum. The full terms shall be available in the Documents section of VendorLink.

Under General Section 1.0, the Tire Procurement Addendum controls over conflicting general terms; general provisions not modified or superseded remain effective. Contract document precedence is governed by General Section 3.0: the fully executed Contract Award Agreement, VSA-issued addenda with the most recent controlling, IFB Terms and Conditions, this Invitation for Bids, and the awardee's complete bid submission, in that order.

17 Issuance and contact information

Issued by the Virginia Sheriffs' Association
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