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Header 4

List View

General Information | Contact | Default Values | Discount | Document Information | Clarification Request

Procurement Folder: 2070413
Procurement Type: Central Purchase Order
Vendor ID: VS0000013734
Legal Name: GERLING & ASSOCIATES INC
Alias/DBA:
Total Bid: $539,273.00
Response Date: 10/20/2026
Response Time: 13:06
Responded By User ID: gerlingsales
First Name: Kevin
Last Name: Robinson
Email: kevinr@gerlinggroup.com
Phone: 7409652888

SO Doc Code: CRFQ
SO Dept: 0802
SO Doc ID: DMV2700000003
Published Date: 10/15/26
Close Date: 10/21/26
Close Time: 13:30
Status: Closed
Solicitation Description: Custom Trailer
Mobile DMV Office
Total of Header Attachments: 4
Total of All Attachments: 4

Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Solicitation Response

Proc Folder:	2070413
Solicitation Description:	Custom Trailer Mobile DMV Office
Proc Type:	Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2026-10-21 13:30	SR 0802 ESR10202600000003813	1

VENDOR

VS0000013734
GERLING & ASSOCIATES INC

Solicitation Number: CRFQ 0802 DMV2700000003

Total Bid: 539273 **Response Date:** 2026-10-20 **Response Time:** 13:06:37

Comments:

FOR INFORMATION CONTACT THE BUYER
John W Estep
304-558-2566
john.w.estep@wv.gov

Vendor
Signature X **FEIN#** **DATE**

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Custom Trailer Mobile DMV Office	1.00000	EA	539273.000000	539273.00

Comm Code	Manufacturer	Specification	Model #
25101907			

Commodity Line Comments:

Extended Description:

Custom Trailer
Mobile DMV Office
Per attached specifications

Gerling and Associates, Inc.
200 Kintner Pkwy.
Sunbury, Ohio 43074

Phone 740-965-2888
Fax 740-965-2898

kevinr@gerlinggroup.com

Kevin Robinson
Sales Team Leader

EI Number: 31-1389108

October 21, 2026

West Virginia DMV
John Estep- Buyer
Department of Administration- Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130
Email: john.w.estep@wv.gov
RE: Mobile DMV Trailer

Dear Colleagues,

On behalf of our team of craftsmen here at our family-owned company in Sunbury, Ohio, thank you for reading the following information and taking your time to evaluate what we believe to be the very best offer you will entertain in your quest to acquire a new Mobile DMV Trailer.

Respectfully, our offer will provide a "Best in Class" Mobile DMV Trailer given our vast experience within the mobile office, mobile disaster and mobile command industries. There are a couple of key elements we'd like to point out in reference to the specifications provided for the RFP. Being a 42' trailer, Gerling does not recommend using two (2) roof top air conditioners. A mobile unit of this size should have a minimum of a 4-ton wall mount HVAC system to provide adequate cooling given the amount of foot traffic that will be in and out of the facility. It also gives the mobile unit a true brick & mortar feel. The other concern is power. The 10kW generator will leave no power headroom especially when running the roof top AC units. Not to mention powering the workstation computers and other electrical needs. We have included the necessary HVAC and generator that we feel will make this a long-term functioning mobile unit for the West Virginia DMV.

Our offer does consist of a Gerling Lightweight 5th wheel trailer. The body will be an aluminum body with bonded screwless panels. We have also included custom aluminum cabinets that will have dry erase fronts. The laminated workstation surfaces are produced right here onsite in our own cabinet shop and will be custom built specifically for this project. This allows the Gerling product to showcase the great fit & finish we are so well known for. The interior layout is designed to accommodate a staff of five (5) personnel or more if needed. There's an equipment rack in the manager's office area for any client provided and installed equipment. We have included the RFP requirements at each workstation. We have also equipped the breakroom with a galley area to include a refrigerator, microwave and Keurig coffee maker. Of course, this is a totally custom project that will be built to your exact specifications after the post award engineering meeting with your team.

Attached to our offer you will find:

- Our full statement of work
- An example drawing to demonstrate the floorplan
- A document detailing how we will custom build this great mobile facility
- Pictures of previous projects

Thank you for considering Gerling and Associates,

Jennifer Fenton
President/CEO

GERLING AND ASSOCIATES, INC.
SOLUTIONS FOR THE WEST VIRGINIA DMV

This document is to explain our advantages as presented in our statement of work that is attached. The expertise in our offer and the value-added items included are all items learned in serving industries like the Remote Television Production Industry of which G&A currently custom builds 90% of the high-end Remote Television production trucks and trailers used in live sports production in North America. The World Series this year will be broadcast out of trailers built here by Gerling and Associates. If you watched the Super Bowl this past season, the 20+ trailers and trucks used in that worldwide television broadcast were built right here in Sunbury, Ohio. Gerling and Associates enjoys a great relationship with the highest score available from the GSA and we deliver on average over 20 projects per year to the Federal Government, scores of state government agencies and private companies. We completed orders for the Department of Homeland Security and the FBI. Other government agencies have purchased their mobile command and office facilities from G&A because we truly understand the need for which the mobile facility is intended, providing a great environmentally secure interior that is easy to place in operation. G&A has also mastered the needs of mobile facilities providing fast set up vehicles from fleet mobile trucks to large mobile trailers. Items learned in the above applications are included in this offer to exceed the expectations of our clientele and include the following value-added items:

https://vimeo.com/77072817

https://vimeo.com/58577625



- **A very custom interior:** The attached example drawing is provided to give examples of the space we will be providing. The actual floor plan to be provided will be designed during post award meetings to develop the very best design to accommodate your specific needs. This will be a custom design and this commitment is included within our offer.

- The G&A interior exceeds the specifications in that we do include our custom cabinet systems. Interior lights will include LED type DC back up lighting for power down situations.

- The G&A interior work to be provided in our SOW also will include that great G&A fit and finish. The custom aluminum cabinets will be hand-built to include all hardware with custom attention paid to the interior design as required in post award engineering meetings with the state's engineering and design team.

- **The G&A power system**; the system is a very reliable and hardened power system used to power our broadcast trailers and trucks with the extreme responsibilities required for that work. This system shall be rated at 100 AMPs



- The environmental control system will be one (1) Bard 4-ton wall mounted AC unit with integrated heat. This also includes air plenums to evenly distribute the air throughout the mobile facility

- **Engineering and design**; should we be favored with your business; your design team will enjoy working with the G&A assigned personnel to your project. You will find the team easy to work with and a system in place to custom build the mobile DMV trailer.

- **Representation specific to service**. Gerling and Associates states the attached SOW will provide the above listed value-added features as well as the great mobile DMV trailer the state of West Virginia is requiring. After delivery, service will be accommodated by our **24/7/365** emergency service line to accommodate any service issue. Our issue resolution specialist is included as part of this offer to accommodate any issue in any location in North America. They work on the premise of **"Service with more hustle, less hassle."**



Gerling 42’ 5th Wheel Mobile DMV Trailer

Configuration Prepared for West Virginia DMV
Solicitation #CRFQ 0802 DMV2700000003

Submitted by:
Kevin Robinson
Gerling & Associates, Inc.
200 Kintner Parkway
Sunbury, Ohio 43074 USA
(740) 965-2888

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October 21, 2026

West Virginia DMV
John Estep- Buyer
Department of Administration- Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130
Email: john.w.estep@wv.gov

Proposal for Construction of a Gerling 42’ 5th Wheel Mobile DMV Trailer

Point by Point Description

1.0 Overall Scale: Chassis and Operations Enclosure

1.1 Trailer Dimensions (see dimensional data on enclosed drawing):

- Overall Length: 42’
- Body Width: 8’6”
- Interior Length Lower Deck: 34’
- Interior Length Upper Deck: 8’

Standard Features

- Overall Length 42’
- Outside Width 102"
- Interior Width 8'
- Between Wells 81"
- Interior Height 7' 10"
- Ball Size 2 - 5/16"
- Two (2) 8000 lb axles
- Axle Type Torsion
- Electric Brakes All Axles
- Break Away Kit Yes
- Radial Tires Yes
- Floor 3/4" Plywood

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- Exterior Lighting DOT
- Clearance Lights LED
- Taillights LED
- Roof Aluminum
- Safety Chains Yes
- Tag Holder Yes W/ Light
- Rims 8 Lug
- Hydraulic Landing Gear
- White exterior

2.0 Chassis Weight and Axle Loading

GVWR 16,000 LBS.

3.0 Exterior Functional

3.1 Exterior Operations Lighting

- **Scene Lighting**
  - Provide and install six (6) Whelen LED M9LZC series scene lights. Two (2) per side, two (2) in rear

3.3 Entry doors and Steps

- Provide and install two (2) 36” W x 80” H entry doors. One door for entry and one door for exit to be on the curbside
- Provide and install one (1) 42” W x 80” H entry door for the Braun Century ADA lift
- Provide and install one (1) Braun Century ADA lift
- Provide and install two (2) Gerling custom auto level Dimple tread aluminum stairs with one (1) handrail



3.4 Video Surveillance Camera System

- Provide and install one (1) GW 16 Channel NVR Security Camera System with 12 * 5MP IP Dome 2.8-12mm Varifocal Lens Camera, Human Detection, 4X Optical Zoom, Built-In Microphone, Vandal-Proof, PoE (Cameras to be installed on the exterior and interior)

3.5 Auto level system

- Provide and install one (1) Equalizer 4-point auto leveling system

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3.6 Proprietary Expanding Side Mechanism

3.6.1 Method of Operation

Slide Outs:



- **Provide and install two (2) 96” L x 36” D slide out**
- **One (1) locate on each side**
- **All Aluminum Framing**
- **Aluminum Knee Brace**
- **Electric actuator Open and Close**
- **Manual Folding Floor**

3.7 Girard Power Retractable awning

- Provide and install three (3) Girard 12’ Power retractable awnings above each entry door with motion sensor

3.8 Exterior graphics wrap

- Provide and install one (1) Exterior graphics wrap. Client to provide high resolution Vector file with desired design. Does not include roof coverage

3.9 Exterior windows

- Provide and install two (2) premium windows approximately 30” W x 24” H

4.0 Interior Construction: Methods and Materials

General:

Layouts included in this proposal are representative of the scope of the Mobile DMV Trailer interior that is to be included in this package. **Final layout to be designed by Client and Gerling & Associates upon engineering meetings to ensure that Client specifications and needs are met**

4.1 Fit and Finish

All Custom Manufactured Furnishings will be custom milled, prepared, and finished in house

- 3/4” Decking
- Floor covering shall be Loncoin vinyl (color TBD by client in engineering

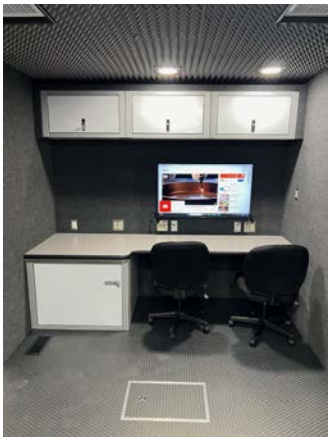
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meeting)

- Walls shall be covered in 3/8” feather plywood with white smooth FRP
- All freestanding interior walls to be constructed of 3/8” feather plywood with white smooth FRP
- Ceiling shall be covered in 3/8” feather plywood with white smooth FRP

4.2 Interior Lighting

- Provide and install eight (8) 2 ft. x 2 ft. Surface Mount Integrated LED Panel ceiling lights



4.3 Slide out workstations

- Provide and install four (4) workstations to include the following:
    - One (1) 36” L x 18” D laminated folding counter
    - One (1) HON ValuTask Series Task chair
    - One (1) 120vAC duplex power outlet
    - One (1) CAT6 data port
    - One (1) 32” L x 12” D laminated side work counter
    - All counters to be at 34” H to meet ADA accessibility
    - Laminate color for counters TBD in post award engineering meeting with client

- Provide and install two (2) 50” L x 24” D shared laminated center work counter with storage underneath

4.4 Data closet and Equipment rack

- Provide and install one (1) Gerling custom EIA rack with 42 RU
- Provide and install one (1) 36” x 36” Data closet with cooling and 28” door
- Location to be in manager’s office

4.5 Manager’s office

- Provide and install one (1) 36” L x 16” D laminated folding counter
- Provide and install one (1) 120vAC duplex power outlet
- Provide and install one (1) CAT6 connection port
- Provide and install one (1) HON ValuTask Series Task chair
- Provide and install one (1) 30” L x 24” H one way window
- Provide and install two (2) 24” L x 18” D x 16” H aluminum overhead cabinets
- Provide and install approximately 13’ of partition wall with a 36” W interior door
- All counters to be at 34” H to meet ADA accessibility
- Laminate color for counters TBD in post award engineering meeting with client

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4.6 Breakroom with galley area

- Provide and install one (1) Frigidaire - 16.0 Cu. Ft. Garage Ready Top Freezer Refrigerator Stainless Steel
- Provide and install one (1) LG - 1.5 Cu. Ft. Countertop Microwave with Sensor Cooking and Smart Inverter - Stainless Steel
- Provide and install one (1) Keurig K-Classic Single-Serve K-Cup Pod Coffee Maker - K50 - Black: 48oz Capacity, Automatic Shut-Off, Removable Reservoir
- Provide and install two (2) 24” L x 18” D x 16” H aluminum overhead cabinets
- Provide and install one (1) 58” L x 20” D x 34” H laminated countertop
- Provide and install three (3) 120vAC duplex power outlets
- Provide and install one (1) partition wall with 36” W door and steps going up to breakroom
- All counters to be at 34” H to meet ADA accessibility
- Laminate color for counters TBD in post award engineering meeting with client

4.7 Customer waiting area

- Provide and install two (2) 72” L x 21” D with 3” backrest bench style seating with underneath storage. Vinyl color TBD in post award engineering meeting with client

5.0 Environmental Control



5.1 Insulation

- Provide and install full thermal insulation on outer walls, floor, doors and ceiling
    - Insulation to be 2” Blue Dow providing R-14 insulation factor

5.2 Air Conditioning

- Provide and install one (1) Bard 4-ton wall mount air conditioners with air plenum and integral heat

5.3 Auxiliary heat

- Provide and install two (2) Broan 174 fan forced wall heaters

6.0 Electrical System

6.1 Power Source

Gerling Power System

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6.1.1 Power Source

- The Vehicle shall be powered by means of a **100A power source** and shall be capable of being powered by means of:
    - Shore power or
    - Powertech 20kW diesel generator
    - Includes automatic transfer switch for the following with these options:
        1. Shore power
        2. Generator power
        3. AC Surge Protector SPD MCP Panel 120 Vac Single-Phase MOV 30 kA



6.1.2 Power Entrance and Monitoring

- **Analog meters by Hoyt shall be provided and installed adjacent to the input connectors, monitoring:**
    - **Amperage**
    - **Voltage**

- **Analog meters by Hoyt shall be provided and installed on panel in vehicle interior, allowing monitoring during operations of:**
    - **Amperage**
    - **Voltage**

NOTE: Gerling provides and recommends analog meters, as digital meters may not function at extreme temperatures

- Supply and install one (1) 25' shore power cable rated at 100 amps with twist lock connection
    - Provide and install one (1) 6’ pigtail adapters

6.1.3 Transmission and Termination

- **All Electrical wiring to utilize THHN insulated stranded copper wire**
    - **All Electrical wiring to be in strict accordance with “as-built” drawings which shall be provided to the Client**
    - **All Electrical wiring shall be dressed in accordance with highest industry standards**
    - **All wire runs shall be routed through EMT and flexible conduit**
    - **Provide and install up to twenty-four (24) 120vAC duplex power outlets**

    - These outlets shall be in areas specified by the Client in Engineering meetings with Gerling and Associates such that specific Client needs are met

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- Provide and install four (4) Hubbell GFI protected exterior weatherproof duplex outlets, *location to be determined by the Client*.

7.0 Low Voltage System

- A **12V DC system** shall be provided and integrated
  - Power Source for 12v DC shall be two (2) Group 27 deep cycle batteries to be housed in a vented, anti-corrosive enclosure.
  - Provide and integrate IntelliPower 9280 power converter/charger capable of providing 80A at 12V DC

- To include “Night Service Switch” to charge DC system during storage

8.0 Diesel Generator



- Provide and install one (1) 20kW Powertech Quiet Diesel Generator to include the following:
  - Quiet Diesel Generator
  - Shall include Remote start/kill switch
  - Gerling Quiet-Pak Enclosure with less than 60dBA
  - Shall be equipped with auto transfer switch (ATS)
  - 50 Gallon Diesel Fuel Tank

9.0 Solar panel system

- Provide and install one (1) Renogy 11.52kWh Power Kit | 400W/800W Shadowflux Panel, 2000W Inverter # RKITSE400ASR-11520Wh-2000P2-US (solar power to be used to charge 12vDC system. Cannot power HVAC)

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Gerling 42’ 5th Wheel
Mobile DMV Trailer

GERLING STANDARD TERMS: 30% DOWN PAYMENT WITH ORDER; 30% UPON TRAILER CHASSIS ARRIVAL AT GERLING; BALANCE DUE AT ACCEPTANCE EX-WORKS G&A

TOTAL COST $539,273.00

Training for up to four (4) hours at acceptance included

FOB Destination

Includes:

- **All Systems Schematics**
- **One (1) year manufacturer comprehensive warranty including defects in workmanship and material**
- **Individual components will be covered by their own manufacturers’ limited warranty**
- **Any additional training would be extra, based on $195.00 per hour of training**

Delivery 180 days after receipt of trailer chassis

Proposed by:_____ 10/21/2026
Kevin Robinson
Gerling & Associates, Inc.

Accepted by:_____ 10/21/2026
John Estep- Buyer
West Virginia DMV

This Confidential Quotation is Effective for 30 days

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GERLING & ASSOCIATES, INC. ADDITIONAL TERMS/CONDITIONS

Deposit/Down Payment:
The 30% deposit is required to initiate your order is a payment made in good faith to commission the work. A second 30% deposit is required upon the receipt of the chassis; or the completion of the trailer metal construction group, whichever is applicable to your project. These deposits are required due to the highly customized nature of all projects manufactured by Gerling and Associates.

Upon request of the return of this deposit, the following terms shall govern that transaction

- Gerling and Associates, Inc. will return the deposit as paid less the following expenses.
  - The cost of engineering invested in the project to the point of the order cancellation, provided construction has not commenced at a term of net 30 days.
  - If construction is under way, the funds to be returned will be less the costs incurred to date of cancellation.
  - If construction is under way, the funds to be returned will be less the cost required to place the project, as is, with another client, including any and all remanufacturing costs associated with customizing the project to the requirements of the new customer.
  - Funds required to market the project to be paid once the new owner is under contract.

Delivery:
If your purchase agreement with Gerling and Associates includes a delivery penalty; specifically, a credit to be issued against the final acceptance total, the following terms and conditions will apply:

- The day count is business days (6/week) and will begin on the day the full security deposit (30% of total transaction) arrives at Gerling and Associates. NO penalty fee will be charge for Sundays.
- Gerling has the option to stop work if the second 30% down payment has not been received within 5 days of invoicing. The penalty date will be postponed one day for every day that the second deposit is delayed. All such postponements are cumulative
- A schedule of dates, delineating when milestone decisions by the client will be required, shall be forwarded to the client within 10 days of the security deposit being received by Gerling & Associates. This schedule will include milestone dates upon which the delivery schedule has been based, and will include dates where Gerling Engineering will require information from the client. The penalty date will be postponed one day for every day that any of these client milestone dates are delayed. All such postponements are cumulative.

In the extremely unlikely event that an “act of God” (natural disaster, The State of Ohio Issues an Emergency, etc.) requires the construction facilities of Gerling and Associates to be closed will postpone the penalty date for every day the manufacturing facility is closed.

Completion Date:
The completion date quoted is the promised date upon which the unit will be completed to the specifications set forth per and described in the contract. This completion date represents the time at which the unit shall be ready for inspection and final payment by the client. This date is carefully formulated by the Gerling & Associates Production Department. It is based upon a milestone schedule composed of dates upon which a timetable of design and engineering decisions must be made in order meet the promised completion date. The completion date may be extended due to delays in engineering decisions.

This policy is in effect in order to ensure that Gerling & Associates can offer our clients the best possible pricing at the outset of each project.

Weight Commitments:
In regard to quoted weights, weight projections are a weight estimate based upon G&A’s experience and history of like product. All weights at project acceptance are to be weighed as built less all loose items. Should the contract stipulate weight guarantees, the guaranteed weight and any penalty attached will be clearly detailed in the body of the agreement.

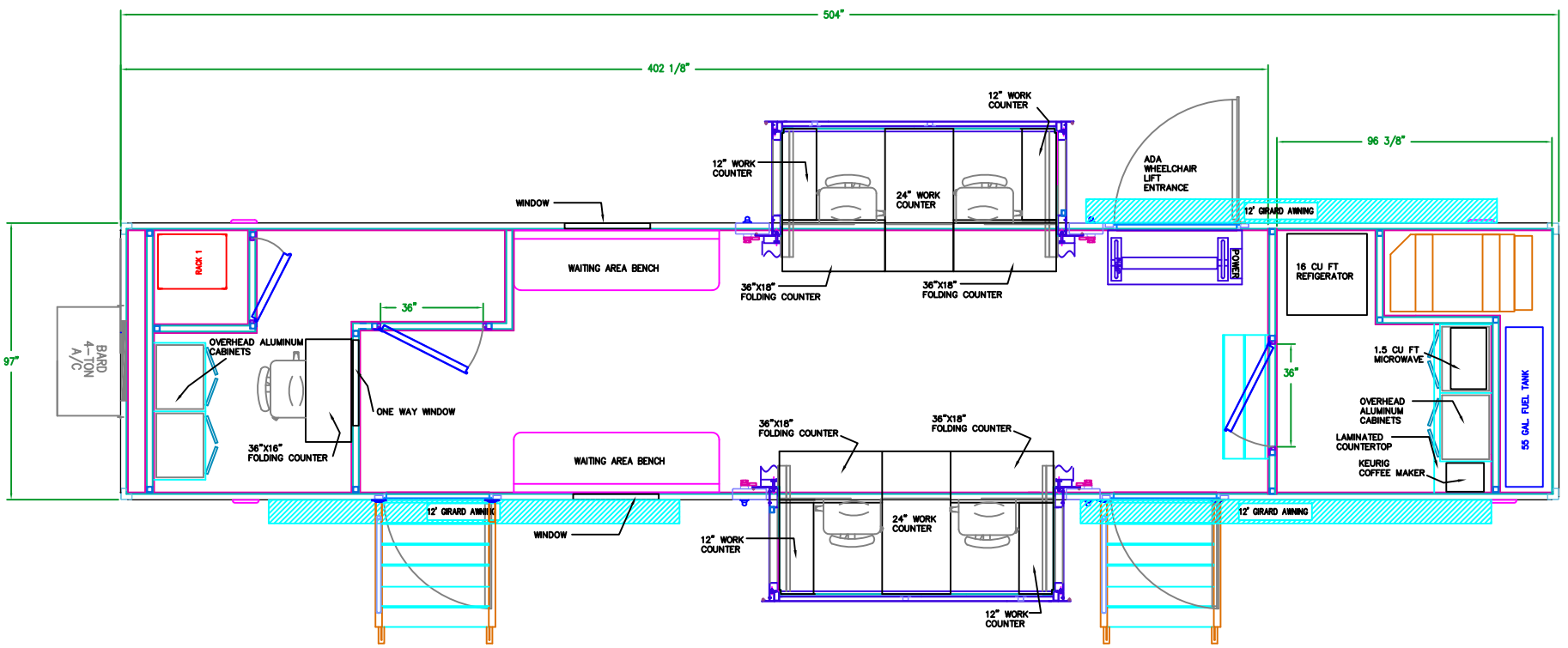
Acceptance Location:
Unless otherwise specifically stated, the final acceptance shall take place at Gerling & Associates, Inc. Sunbury, Ohio Facility. The authorized representative’s signature at the final acceptance constitutes acknowledgment that items delivered comply with specification. Latent or hidden defects are covered under Gerling & Associates, Inc. warranty statement.

Units not accepted within seven (7) business days of established completion date subject to carrying fee of .125% per day, for each day, until date of final unit acceptance and payment, inclusive.

Acceptance is finalized by either the customer’s signature of acceptance or the receipt of payment in full or both.

Taxes:
Prices quoted are exclusive of all applicable taxes, duties and insurance, titles and registration fees.

The above proposal and accompanying information is considered proprietary and may not be reproduced, redistributed, or otherwise disseminated, in part or unabridged, without the expressed written consent of Gerling and Associates, Inc.
Revised 2020



FLOOR PLAN

QTY	DESCRIPTION	PART NUMBER	MANUFACTURER	VENDOR/SUPPLIER	ITEM

BILL OF MATERIAL

PROPRIETARY INFORMATION

ALL TECHNICAL INFORMATION AND THE DESIGN DISCLOSED IN THIS DRAWING OR IN ANY ACCOMPANYING TECHNICAL DATA WAS ORIGINATED BY AND IS THE PROPERTY OF GERLING AND ASSOCIATES. ALL PATENT, PROPRIETARY, MANUFACTURING, REPRODUCTION, USE AND SALES RIGHTS IN ANY INFORMATION DISCLOSED HEREIN ARE RESERVED BY GERLING AND ASSOCIATES. NO RIGHT OR LICENSE TO USE ANY SUCH INFORMATION FOR ANY PURPOSE OTHER THAN AS NECESSARY FOR USE OR MAINTENANCE OF GERLING AND ASSOCIATES PRODUCTS IS GRANTED BY SALE OF ANY PRODUCT DESCRIBED HEREIN WITHOUT PRIOR WRITTEN CONSENT OF GERLING AND ASSOCIATES.

APPROVALS	DATE
KROB	9/11/26

Gerling and Associates
200 KINTNER PKWY
SUNBURY, OHIO 43074
(740) 965-2888

MOBILE DMV TRAILER
FLOOR PLAN

D | CODE | A

N.T.S. | SHEET 2 OF 2

HOW WE WILL COMPLETE YOUR PROJECT

Item 1: THE ENGINEERING AND CONSTRUCTION PROCESS

The Gerling and Associates, Inc. approach to the custom construction of a project such as this request is customized and from the ground up. We are presenting our proposal to include many advantages over the listed specifications to truly provide solutions to on location critical needs for which the unit is designed.

These advantages are to be included in the custom engineered project we will develop. Upon receipt of your order, Gerling and Associates will request your personnel to attend engineering meetings at our facilities in Sunbury, Ohio to begin this custom process. In those meetings, under the guidance of your engineers, the design will be established. The body design will be completed, the power systems will be communicated and ensured to be above the required need, the air conditioning will be refined for the need, interior design will be started, and documentation detailing the decisions made will be generated for study by your company.

Following this set of meetings, the design process will continue over the timetable forwarded to ensure accepted documentation is generated and confirmed as acceptable by your company before construction.

The custom body will be then totally manufactured at our Sunbury Facility. Once completed, the custom finish will be applied in our extensive paint facility before the interior facility work begins. The interior facility will install a functional interior. During this construction phase, the electrical team will begin the task of installing the AC and DC systems while exterior “punch out” teams complete running lights, emergency lights and all exterior requirements.

During each step of the construction, our Quality Control Staff will be inspecting all work to ensure G&A protocols are being met to ensure units integrity. Gerling has an open-door policy with regard to the end-customer visiting our site; however, we generally require a seven day advance to ensure we have staff available to accommodate your visit.

Upon completion, your staff of engineers will we be invited to G&A for two full days of inspection. This inspection will include a detailed point by point review of each paragraph of the scope of work to include testing of systems. From this meeting, a squawk list will be generated and resolved while your team is on site.

Once all issues are completed, we will have your team sign a document that they agree the unit is ready for shipment.

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All of the above with the exception of on site training, will be done at the G&A Sunbury, Ohio facilities.

Item 2: MANAGEMENT STRUCTURE
The attached document provides a resume of the principals who will oversee, engineer, and manage the project.

Our structure consist of:

Mr. Fred Gerling; President & Owner
Mrs. Jennifer Fenton: Director of Operations
Mrs. Kelly Kelley: CFO
Mr. Ryan Fairburn: Design Engineer
Mr. Tony Berry: Design Engineer
Mr. Al Roof: Electrical Engineer
Mr. Manuel Lopez: Structural Engineer
Mr. Jim Castle: Director of Procurement
Mr. Trent Kelley: General Manager over all Construction Teams, Body Fabrication, Prep & Paint, Interior, Power Systems & Finish Crew
Mr. Dusty Fenton: Quality Control
Mr. Brandon Robinson: Issue Resolution Specialist

On floor responsibilities are managed by Mr. Kelley at the direction of Jennifer Fenton who controls company production schedule. Items are assigned to the floor from engineering and management through Mrs. Fenton to each team leader for completion. There are 18 teams in total, each averaging five Associates, on the G&A floor.

Quality control: Mr. Dusty Fenton's team of QC support will monitor all teams every day and will correct anomalies of the individual construction teams. Faults and defects will be reported to each team leader every day at the beginning of that days work cycle for resolution.

Item 3: QUALIFICATIONS
A: As the core business at Gerling and Associates is Broadcast Television, we believe Gerling and Associates is unequally positioned for this particular project.

Our history begins in 1982 when Fred Gerling began building Remote Production Facilities for several cable television companies. In 1988 G&A occupied our first facility in Westerville, Ohio with a staff of 10 Associates.

The family business grew requiring a move to the present facilities in the Sunbury, Ohio industrial park in 1995. Since that time over 90,000 square feet have been added to the Sunbury facilities as the staff has expanded to over 75 Associates at present.

The core business, Remote Television is extremely demanding. Broadcast Television, televising all sports events requires extreme diligence in all aspects of the mobile facility construction. Reliability is paramount as a failure in air conditioning or power can take an event like the Super Bowl off the air. In fact, 80% of the mobile systems used to produce the last four Super Bowls were manufactured at Gerling and Associates.

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Television clientele are extremely demanding and have trained us well in preparation for our mobile command business. As an example, Gerling's mobile command a custom solutions vehicle clientele are very surprised with our attention to detail and expertise in creating interiors that are very efficient and of a fit and finish not seen in the mobile command industry.

Our success speaks for itself in the following statistics:

G&A enjoys a 96% client return rate
G&A builds 9 of every 10 Network Television Production Trailers with expanding sides.
G&A builds 1 of every 2 Satellite Uplink vehicles for Broadcast Television
G&A builds 1 of every 3 broadcast remote facilities used in the European market.
G&A builds 20% of all Television Station News Vans

After the 9/11 attacks on our country, our family business decided to serve the Government by putting all we have learned in remote television to work in the custom construction of mobile command centers. This expertise has blossomed to include:

G&A has delivered 60 Mobile Command Centers to the FBI
G&A has delivered over 178 mobile command centers to various law enforcement agencies in the USA
2 large expanding side units for the FBI, C-17 compliant
18 Mobile command units for the US Postal Service
12 Evidence ordinance disposal units for the US Government
14 Mobile command units for The National Security Agency of the US Government
3 Mobile command units for California Department of Transportation
2 Mobile command units for The New York Metropolitan Transportation Authority
20 Mobile Medical units for the Department of Veteran Affairs

- See Attached Gerling Reference List

B. The G&A workforce consists of:

Management	11
Sales	4
Office support	3
Purchasing	4
Engineering	6
Team Leaders	9
General Associates	38
Total as of this document	75

C. The attached Company Profile details the expertise of the key individual G&A will bring to the project.

- See Attached Gerling Company Profile

D. The facilities consist of five buildings with over 150,000 square feet of manufacturing and support space. Tooling consist of our AutoCad 2019 design network, and Solid Works 3-D Design Software, Three sets of breaks and sheers, one milling machine, over 22 welding systems, a water test facility, a paint prep and custom paint booth system, a "state of the art" cabinetry shop and facility with its own spray booth. Many floor

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machines used in the interior construction process are on hand with a host of lift and support systems. Further the G&A facilities also include an area dedicated to the integration of television broadcast and communications equipment.

- See Attached Gerling Facilities Literature
- See Attached Gerling Engineering Policy, Contract Review & Change Order Policy
- See Attached Procurement Program
- See Attached the Gerling Quality Control Program
- See Attached Water Testing Program
- See Attached Preventative Maintenance Program
- See the Attached the list of G&A Service Agencies
- See the Attached Gerling Standard Warranty Document

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Gerling & Associates, Inc. Company Introduction

Gerling & Associates, Inc. is an Independent Corporation located in Sunbury, Ohio, USA. Established in 1986, Gerling & Associates, Inc. is the World's Leading Custom Manufacturer of Production Units and Vehicles built specifically for Mobile Television Applications and Specialized Vehicle needs. **Gerling & Associates is the only Production Unit Manufacturer that performs all aspects of design, fabrication, construction, integration, and installation under one roof!**

The experience that Gerling can bring to your company is without parallel. Our Client list is a literal Who's Who of the most prominent names in network Television. Our biggest Clients, such as Game Creek Video, Colorado Studios, National Mobile Television, NEP, NCP, The Canadian Broadcasting Corporation, and others, provide the vast majority of Remote Production Services for CBS, NBC, ABC, NASCAR and Fox Sports, among others. Gerling has built more than 850 Broadcast Vehicles, 9 of 10 television production trailers and trucks delivered in North America over the last 10 years. Also at last years Super Bowl, 5 of 7 production trailers broadcasting the show were Gerling built.

Facilities

Gerling & Associates utilizes its 130,000 square feet of floor space for the customized design, manufacture, and integration of Broadcast and Communications vehicles.

Gerling's facilities possess all the necessary tooling, engineering, materials, and personnel to accomplish this without the use of any outside contractors. All aspects of design and manufacture are completed at Gerling's Sunbury facilities.







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Engineering

Given the highly customized nature of Gerling's Broadcast and Communications vehicles, the Gerling & Associates Engineering Department operates in a manner unlike any other similar manufacturer. Our engineering staff includes four individuals who are dedicated to interacting with the Client for the express purpose of custom design. In this way, Gerling ensures that the individual needs of each client are fully met.

Gerling uses the most current version of AutoCAD and SolidWorks for all aspects of design and construction. **Because each vehicle is custom-built to meet the needs of each client**, every project is assigned a file containing all construction drawings and system schematics, which are then transferred to the appropriate personnel for actual construction. This also aids in dealing with any repair or warranty issues in the future. All construction drawings and vehicle system schematics are meticulously documented and are subsequently provided to each client.





Construction

Gerling's philosophy of customization and quality control requires that all phases of design, construction, and integration be performed "in-house"—with no subcontractors used for any purpose. Gerling is one of perhaps two or three companies worldwide that can legitimately make this claim. To accomplish this, Gerling & Associates utilizes state-of-the-art methods and materials in one of the most comprehensively tooled facilities in the industry.





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At **Gerling & Associates,** our greatest asset is the quality people who make up the Gerling team. Among the most frequently asked questions at **Gerling & Associates** is how we are able to provide such high quality products at such reasonable costs and in such a timely fashion.

Invariably, the answer lies in the excellence of our personnel. At Gerling, the staff is not made up of employees who simply punch a time-clock. The Gerling Team is instead composed of a dedicated group of Associates—whose singular goal is not just to custom build your first vehicle, but to ensure that you return time and again to Gerling for your mobile needs.







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“These Guys Are Good”

Meet the Team that will ensure your satisfaction

Fred Gerling
Founder and President
fredg@gerlinggroup.com



With being a seasoned veteran of the Broadcast Television Industry, Fred Gerling founded Gerling & Associates, Inc., as an outgrowth of his experience in Broadcast Television. His lifelong commitment to Broadcast Communications has guided the development of the company that bears his name. Because of this, Gerling & Associates is a Broadcast and Communications firm that specializes in customized vehicles—not a customized vehicle manufacturer that has recently entered the Broadcast and Communications business. Today, Fred Gerling's name is synonymous with Remote Television vehicles. Fred's personal commitment to customer satisfaction is shared by everyone at Gerling —and remains the most significant factor in Gerling & Associates' undisputed position as industry leader. Fred's desire to take our remote television experience to other industries has enabled Gerling & Associates to gain a major foothold in Mobile Command, Crime Scene Investigation, Homeland Security and Promotional Vehicles of all types. Fred has encouraged the design teams at G&A to develop unique solutions for all of these applications. It takes vision to understand how advantages learned in one business can solve issues and problems for other mobile industries. Fred has promoted all of these values to the entire staff very effectively

Jennifer Fenton
CFO, Director of Operations
jenniferf@gerlinggroup.com



Every company needs a person that understands the requirement between the manufacturing facility, inventory and cash flow. When you manufacture a very custom big-ticket item, all of these variables change with each project. Scheduling chassis, axles, staff assignments and department assignments is very difficult when you are working on up to 40 projects at

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one time. The end result for each project must be the same, high quality, and a timely delivery. Jennifer makes this all happen.

Kevin Robinson
Sales Team Leader
kevinr@gerlinggroup.com



Given Gerling's vast experience in the custom construction of Mobile Facilities, we have established a reputation of excellence in the design and construction of Mobile Command Centers, Mobile Security & Incident Response Vehicles along with Mobile medical facilities ranging from Mobile clinics and Dentistry to full operating and recovery suites. Kevin brings over 25 years of sales experience and sales management as well as infrastructure and sales processes to G&A. A smooth, seamless sales process will always make for a happier client. With his strong work ethic and attention to detail, you can be assured your expectations will be exceeded the way only Gerling and Associates can. We take pride in the fact that we are constructing the highest quality facilities for these applications in the defense of America and the way of life in which we truly believe as a family-owned business. Gerling has also realized the need for Mobile Marketing Facilities in today's hands-on interactive marketing environment.

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Al Roof
Chief Engineer, Electrical Systems

With 20 years in Television Production prior to joining Gerling & Associates, Al's knowledge and expertise is behind the design and integration of what are indisputably the most advanced and well-designed electrical systems in the industry. Al is the "answer man" whenever an exceedingly difficult design problem or other production issue arises. He has been responsible for over 200 units delivered by Gerling & Associates.

Ryan Fairburn
Tony Berry
Manual Lopez

Design Engineers

ryanf@gerlinggroup.com

tonyb@gerlinggroup.com

Manuall@gerlinggroup.com

The Design Engineers are also responsible for the customization of all of our projects. They are behind the design engineering and innovations that make Gerling products the industry benchmark. Their attention to detail and meticulous documentation are key to the quality of every mobile we produce.

Trent Kelley
General Manager

The Managing Foreman is responsible for the direct management of all floor personnel. Having personally overseen the construction and delivery of over 200 Gerling vehicles, Trent is uniquely qualified to ensure that all Gerling teams work at maximum efficiency—while maintaining strict attention to detail and quality control to create the highest quality product possible.

Brandon Robinson
Service Manager/Issue Resolution Specialist
brandonr@gerlinggroup.com



Gerling and Associates cannot build the perfect mobile. When something is not right, either in warranty or well into years of service, a great service department insures a client's return. Should any issue come up after delivery, Brandon's is the guy, and clients really appreciate his quick response and solutions.

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GERLING AND ASSOCIATES, INC.
LOCATION OF CONSTRUCTION

The construction of the entire project shall take place at Gerling & Associates' 130,000 square foot facilities, located on a 16 acre campus, in Sunbury, Ohio, USA.

Sunbury is 20 miles north of Columbus, Ohio, with Port Columbus International (CMH) being the closest airport. There are hotels available 3 miles from our facility.





Gerling's East Facility





Gerling's West Facilities





Gerling's South Facilities

SUB-CONTRACTORS

Gerling & Associates shall employ no subcontractors. All phases of construction, including but not restricted to, design, construction, and integration of:

- *Coachwork*
- *Chassis modification*
- *Interior appointments*
- *Power system and distribution*
- *Custom carpentry and cabinetwork*
- *Environmental Control Systems*
- *All Audio, Video, and RF systems*

100% of all construction, design, and integration shall be performed by Gerling & Associates, Inc., at our Sunbury, Ohio facility.





DOCUMENTATION

Gerling & Associates utilizes AutoCAD & SolidWorks for all systems and construction documentation. Because Gerling & Associates customizes each vehicle to individual Client needs, each project is carefully documented "as-built," with comprehensive documentation for each project supplied upon delivery of the vehicle. Documentation shall be supplied to the customer on CD-ROM. 3.5" floppy disk, and in plotted form.

Should the Client require, all work in electronic form shall be supplied in an "exported" format, such that the customer may view the documentation in whatever format they possess.

Documentation to be supplied shall include:

- *All vehicle Floor Plan Assembly drawings*
- *All Electrical Assembly Drawings*
- *All Electrical Schematics*
- *Gerling Remote Television Vehicle Operations Manuals*
- *All RF, Audio, Video, Intercom/IFB Systems Flow Diagrams*
- *All OEM Equipment Manuals*
- *All OEM Equipment Test Data*
- *All other necessary documentation as specified by customer*

Shall be performed by Gerling & Associates, Inc., at our Sunbury, Ohio facility.

The above information is considered proprietary and may not be reproduced, redistributed, or otherwise disseminated, in part or unabridged, without the expressed written consent of Gerling and Associates, Inc.

Engineering Program, Contract Review & Change Order Policy

Gerling and Associates custom designs each project to perfection. Once the sale is completed the Scope of Work is assigned to a project Manager typically the Design Engineer. An In person visit normally two days is required to review the scope of work with the design engineer. During this initial engineering meeting the design engineer will bring the sales bid drawing to begin custom design of the project. During the meeting the project engineer will review each section of the Scope of work with the client and ensure placement of those items in the custom designed Floor Plan drawing. The floorplan drawing consists of an over view, curb side view, street side view and rear view. This drawing determines the size of the vehicle in height width and length. It also establishes location of man doors and access doors, and details exterior storage bays if applicable. The interior section of the scope of work is then reviewed and the layout of the rooms inside the vehicle is defined within the floor plan drawing. The scope of work is then reviewed by the project manager with the client section by section to ensure all details included in the contract have a defined location. The floorplan drawing will be given a specific drawing number, there can be additional layers and elevations added to the floorplan drawing which will be defined with the same drawing number with additional - xxxx code to easily identify multiple layers of the floorplan drawing for detailed engineering. Drawing labeling typically follows ANSI standards.

Once location is defined on the floorplan drawing, the Design Engineer will review the Scope of Work and determine the location of electrical components. A new drawing will be issued known as the electrical assembly – this drawing will detail the location of all electrical components. Such as lighting, outlets, switches, dimmers, plug strips, environmental control units, thermostats and any other component that requires electric current. The design engineer will review with the client all electrical devices within the scope of work and establish their location. There may be multiple layers to the electrical assembly drawing which will be defined with the same drawing number with additional - xxxx code to easily identify multiple layers of the electrical assembly drawing for detailed engineering. Drawing labeling typically follows ANSI standards.

Gerling and Associates also custom designs each power system to meet the needs of each client. The electrical engineer will then calculate the electrical load of the electrical components. The electrical engineer will validate the size of the shore power system, and generator if applicable and will confirm the sizing is correct to meet the electrical load required. They will design a one line electrical drawing showing the flow of the power system. Then detail a drawing known as the electrical schematic. Additionally a breaker panel layout will be determined, wire numbers and circuit numbers will be assigned. There may be multiple layers to the electrical

schematic drawing which will be defined with the same drawing number with additional - xxxx code to easily identify multiple layers of the electrical schematic drawing for detailed engineering. Drawing labeling typically follows ANSI standards.

The above three drawings are typically defined within the in person engineering meeting. Additional detail drawings are established after the meeting and sent electronically, typically detailing items such as air plenum, and equipment racks and custom cabinetry. Those drawings are sent to the client to review, any drawings changes are passed back and forth between Gerling and the client. The client will then be asked to approve the drawings for construction. Once a drawing is approved for construction if a change is requested may result in a design change fee.

After the engineering meeting with the client and once the drawings are developed they are sent for contract review. Under contract review each drawing is reviewed and compared to the established scope of work any changes from the scope of work will be quoted to the client prior to construction. The client may then determine if they wish to add or change that additional design request. Once a change order is established, a detailed cost spreadsheet will be sent to the client for review establishing overall cost change order which will be added to the total cost of the contracted scope of work.

Procurement Program

Gerling and Associates custom builds mobile facilities specific to individual needs. Once the engineering process is completed the project manager works with engineering to define the custom mobile facility bill of materials. This bill of materials is issued to our procurement department. The purchasing team works with our established group of vendors and issues purchase orders defined from the parts list of the bill of materials and construction requisition forms. Procurement will work directly with production management and our core group of vendors to determine the timeline for material delivery. Purchasing uses just in time inventory management. This may mean some components may be stored, stocked and kept in inventory with our core group of vendors. Once orders are placed, Gerling and Associates receiving team is responsible for receiving and inventory control management. Gerling uses a form of Kanban inventory management. As parts are received each package is opened/ validated and labeled per project it was ordered for with a custom job code. Each project has a job code throughout production this job code stays with the project even after delivery and is known as the vehicle serial number. Once receiving and the product is labeled the inventory is placed by inventory control in the section specific to the job and designated area for that type of component.

Gerling and Associates uses FIFO inventory management. First In First Out policy. The inventory control specialist will determine set min and maximum for inventory materials. Once a product gets to a minimum level, a reorder point is triggered. The Inventory specialist will place a requisition for the product to be refilled to the max level previously determined.

During Construction, team leaders are required to pick-up the assigned material designated for each project under construction at that time. The team lead is required to sign out the material once it is moved and staged for installation.

Any leftover components from the construction of each project are placed into inventory by the inventory specialist. The specialist is required to fill out an inventory re-class statement and submit this to purchasing and accounting for inventory control tracking.

GERLING & ASSOCIATES, INC.
QUALITY ASSURANCE PROGRAM

The following methods are to be used in the effort to provide the quality and serviceability promised all G&A clientele.

Engineering and Design:
Engineering meetings are to be scheduled within five working days of contract closure.

Engineering meeting with G&A sales to include; a complete review of the contract, special client needs as promised, scheduling difficulties, special long term item ordering.

Engineering meetings with client to include; a review point by point with the client from the G&A written contract, full design notes for all systems, required furniture and consoles.

Engineering information to CAD.

Engineering CAD work reviewed by G&A engineering for accuracy and error.

Engineering documentation to client for client review.

Client documentation issues resolved.

Client documentation accepted by signature.

Manufacturing:
Documentation to the floor, reviewed with floor management by engineering.

The engineer in charge (EIC) meets with the daily assignment staff each day to review any and all questions.

The EIC inspects the project pre mid day stop and end of day stop to verify work done with floor CAD documentation.

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Installation of door seals and latches to be light tested during installation by team leader of installation group.

Protocols:
Under Unit: construction to be verified to G&A protocols
Body Construction: to be verified to G&A protocols
Interior Construction: to be verified to G&A Protocols
Power System: to be checked by Power system engineer for the project to include High Voltage Testing: using a Sotcher Model 566 Hi-Pot/Continuity tester
Paint: to be verified to G&A protocols for body prep, etching, primer final and color paint group.

Punch List:
Upon completion of the finished unit, the unit is to be secured in the G&A acceptance bay. This time is known as the "punch list" sequence at witch time the unit is again inspected in all categories by the EIC. The EIC checks both the contract written word and the CAD documentation for agreement in the finished product. Anomalies are noted and corrected by the G&A expediting staff to prepare the unit for acceptance. It is during this time that all systems, power, environmental and operational are cycled and tested.
The water test procedure is also done during the Punch List sequence. Water is applied at 20psi on all items and external surfaces. Any water penetration is noted and resolved by the expediting staff.

Acceptance:
Acceptance by the G&A's client is to be accomplished at the convenience of the client. The client is accompanied by the EIC and a through inspection is provided.

Any item found to be not in agreement with the written contract or CAD documentation is noted and resolved by the expediting staff. Any item not resolved at acceptance is noted on the G&A acceptance document as to how and when the issue will be resolved. Once the issue is resolved, the item in question is checked as completed by the G&A closing officer.

All questions about this procedure are to be forwarded Gerling and Associates, attention Fred Gerling.

Gerling and Associates, Inc. certifies that this vehicle has passed Gerling and Associates Quality Assurance Program

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GERLING AND ASSOCIATES, INC.
WATER TESTING PROCEDURE

The G&A water integrity program is to be conducted on the G&A water test stand located East side of the North facility, 551 Kintner Pkwy, Sunbury, Ohio 43074.

The stand consists of a 1.25” PVC water line attached to a steel frame mounted on 12” castor wheel frame. The stand and pipe rises 15’8” extends 153” to the opposite end dropping 15’8 to the caster frame.

The vertical lines consist of a water nozzle approximately 21” apart both vertical and horizontal planes. The spray pattern utilizes a 65degree flat fan type spray nozzle.

For the top and side water test, the water flow from each nozzle is to consist of 1.5 gallons per minute distributed at a wide spray-overlapping fan pattern.

For top and side water test, the test will consist of a drive through at a speed not to exceed 1’ per minute.

This water intrusion test is to be conducted by the assigned G&A Engineer and the G&A QC Officer.

All water intrusion will be noted and seals adjusted, the water test will be repeated as necessary until the intrusion is eliminated.

Gerling and Associates Quality Assurance Management

PERFORMANCE DATA

1. WATER SUPPLY = 1 1/4" WATER SUPPLY 41gpm @ 40psi

2. FOR SIDES & TOP SPRAY– TOTAL OF 20– 65°FLAT FAN TYPE NOZZLES @ 1.50gpm EACH = 30.00gpm TOTAL

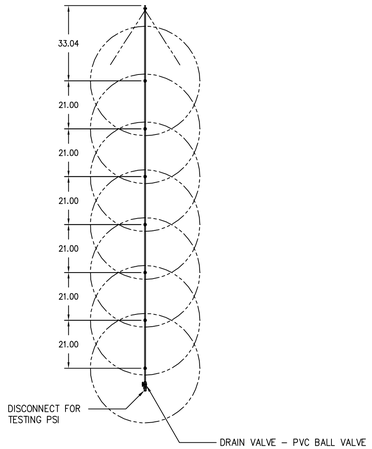
3. FOR FRONT & REAR SPRAY– TOTAL OF 24– 65° FLAT FAN TYPE NOZZLES @ 1.50gpm EACH = 36gpm TOTAL

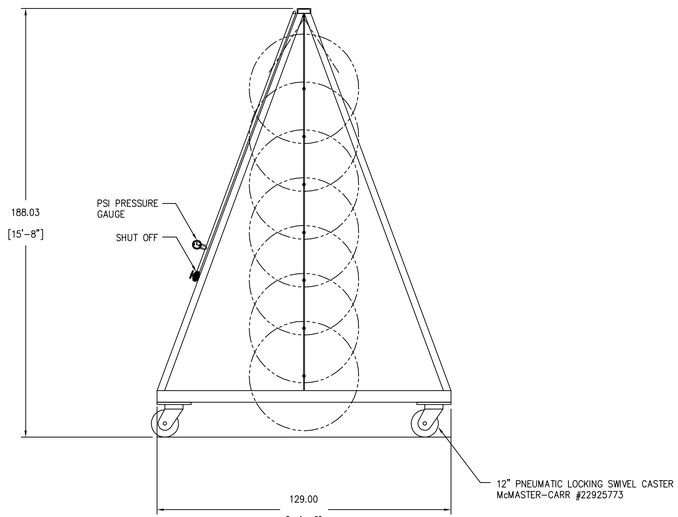
TEST PROCEDURE

1. VEHICLE TO BE PULLED THROUGH WATER TEST STAND AT A SPEED OF 1 FEET PER MINUTE TO COVER THE TOP AND SIDES.

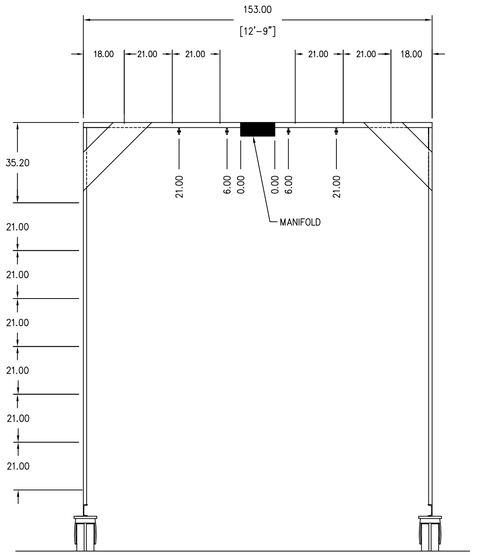
2. FRONT & REAR TO BE PARKED AND TEST FOR 5 MIN.

REMOVABLE NOZZLE ASSEMBLY

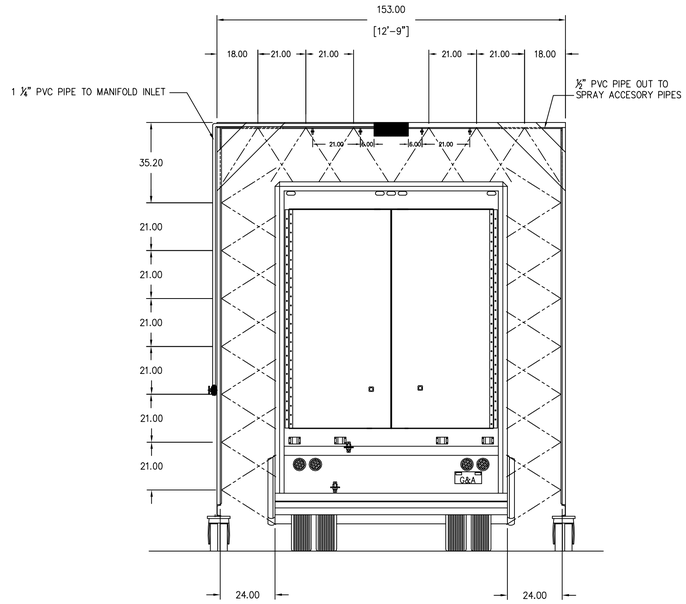




SIDE VIEW



FRONT VIEW



FRONT VIEW

#	DATE	REVISIONS	DWN BY

FINAL APPROVED BY	DATE
GERLING & ASSOCIATES	
CLIENT	
ENGINEERING	

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CLIENT			GERLING AND ASSOCIATES
DRAWN BY	EB	DATE 2/7/2013	WATER SPRAY BOOTH
CHECKED BY		DATE	
APPROVED BY		DATE	
SCALE 1=24	SIZE D	DRAWING NO.	SHEET 1 OF 1


ANTELOPE
VALLEY
COLLEGE


ANTELOPE VALLEY COLLEGE
WELDING


Miller
Miller


Miller
Miller
Miller


CRAFTSMAN






DieboldNixdorf.com
DIEBOLD
NIXDORF
DIEBOLD
NIXDORF
DELIVERING CONNECTED COMMERCE.
DRIVING INNOVATION.


DIEBOLD
NIXDORF
SAVE.
INVEST.
GROW.
Mobile Experience Center | Staging
January 2017
SAVE.
INVEST.
GROW.


DIEBOLD
NIXDORF
SAVE.
INVEST.
GROW.

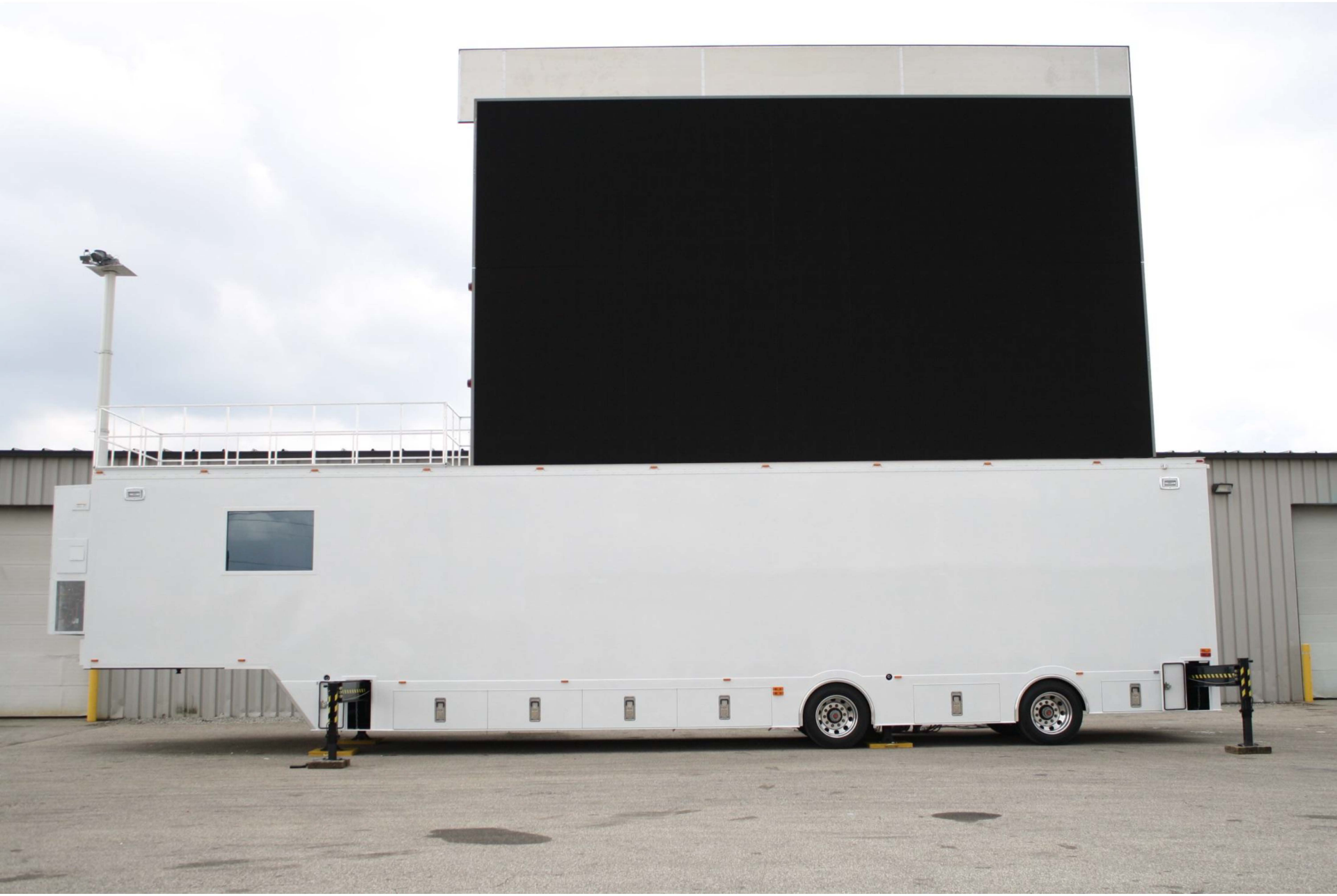

SELF-CHECKOUT
SELF-CHECKOUT






DIEBOLD
NIXDORF


EASY ORDER
SELF-CHECKOUT
SELF-CHECKOUT
SELF-CHECKOUT
SELF-CHECKOUT
SELF-CHECKOUT
SELF-CHECKOUT




Sprint
Vision
Sprint
NASCAR
Sprint
CUP SERIES
Sprint
Sprint
Vision
Sprint
Vision

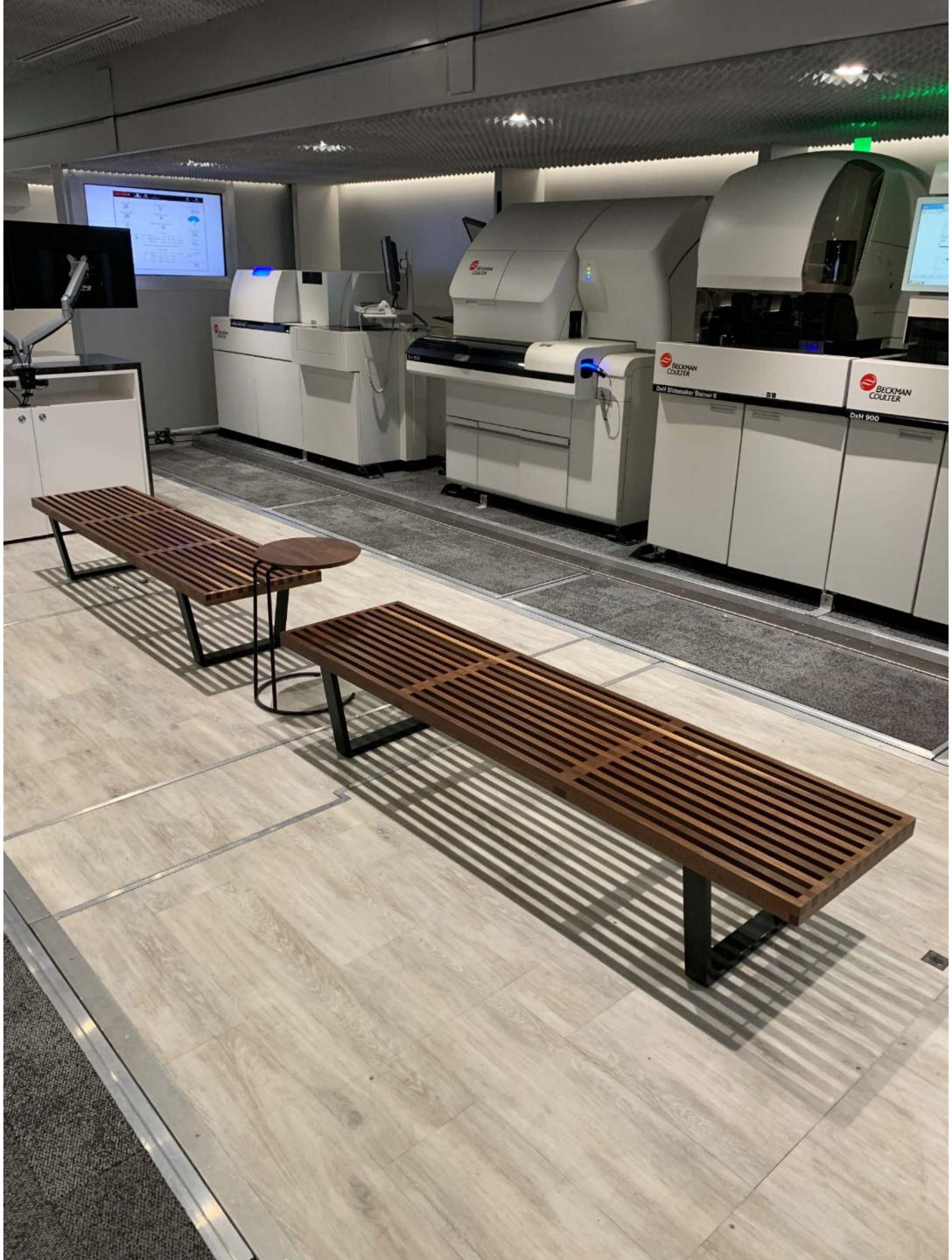


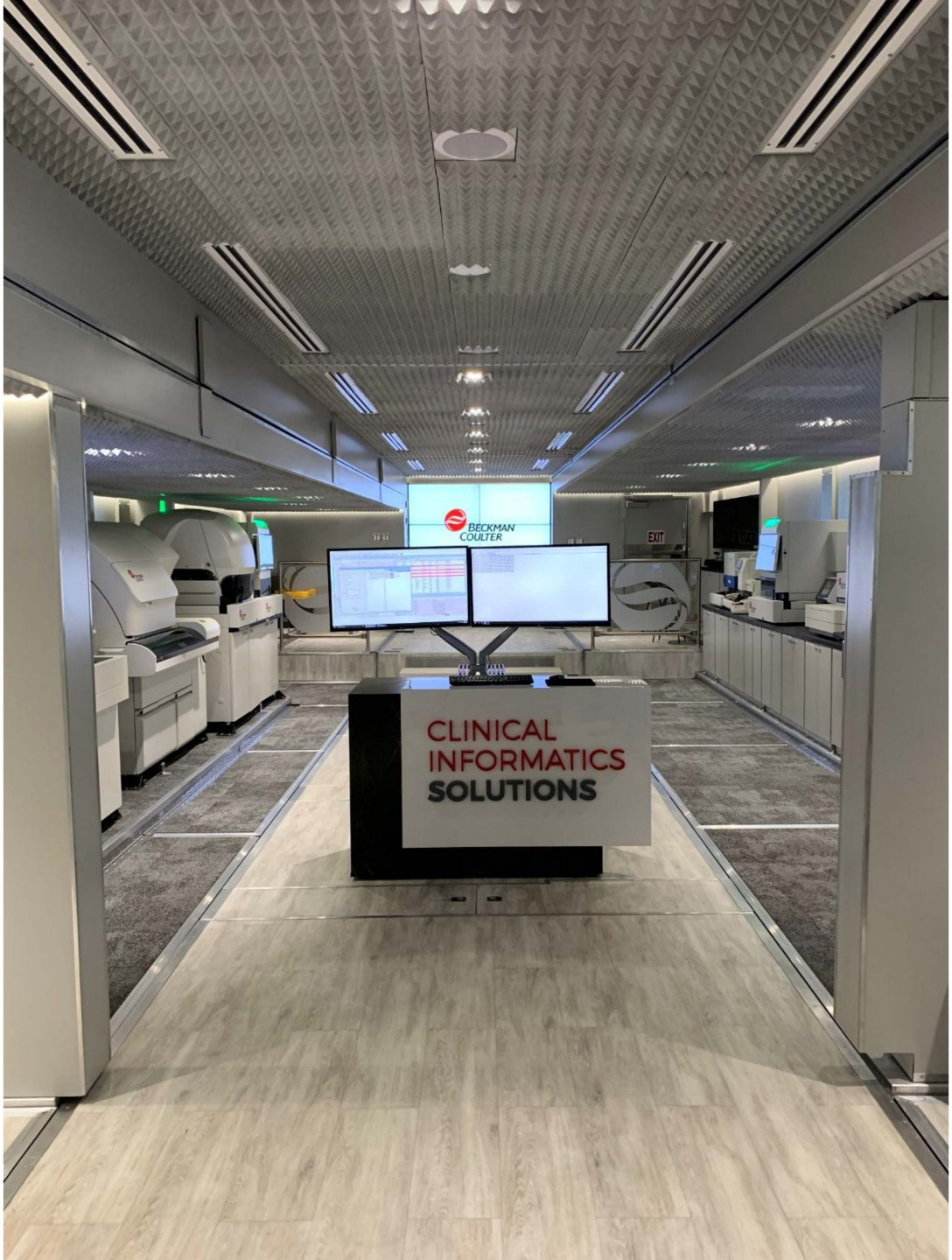



DRIVING
THE FUTURE
OF DIAGNOSTICS
BECKMAN COULTER

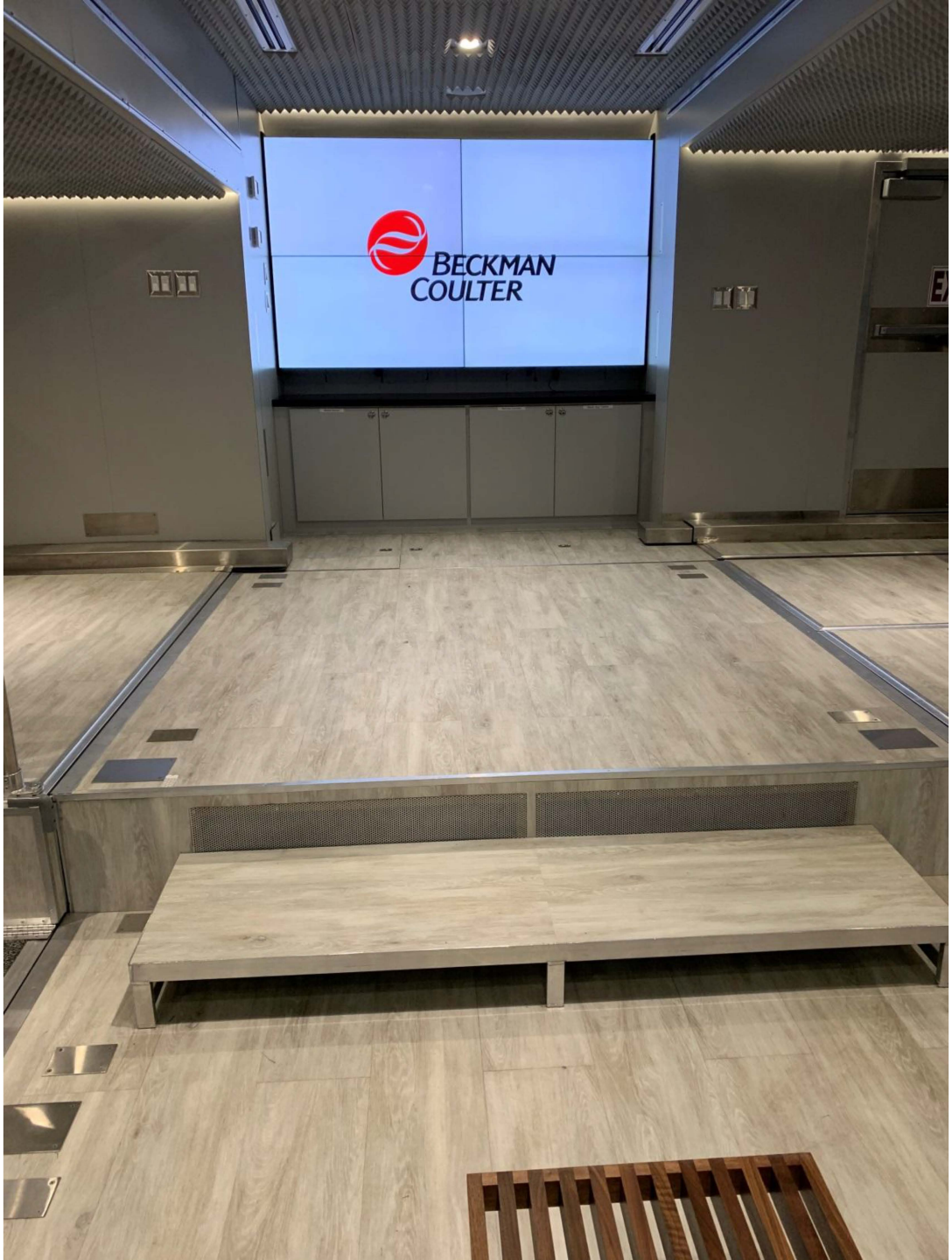

DRIVING
THE FUTURE
OF DIAGNOSTICS
BECKMAN COULTER
USDOT# 406536




BECKMAN COULTER
DxH 900
BECKMAN COULTER

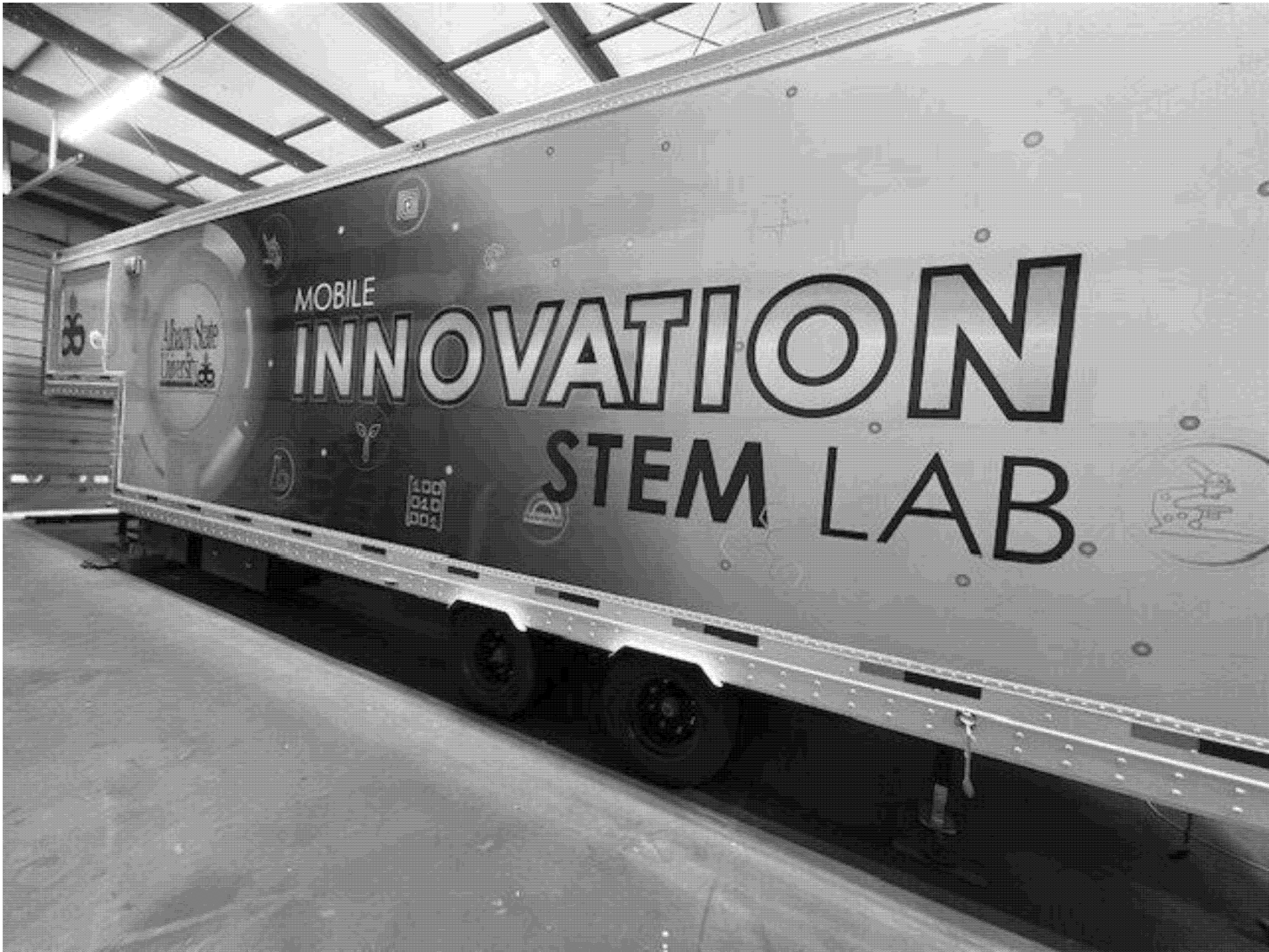

BECKMAN
COULTER
EXIT
CLINICAL
INFORMATICS
SOLUTIONS


EXIT
DxH 690T
BECKMAN
COULTER


BECKMAN
COULTER


BECKMAN
COULTER


MOBILE
INNOVATION


MOBILE
INNOVATION
STEM LAB


INNOVATION
STEM











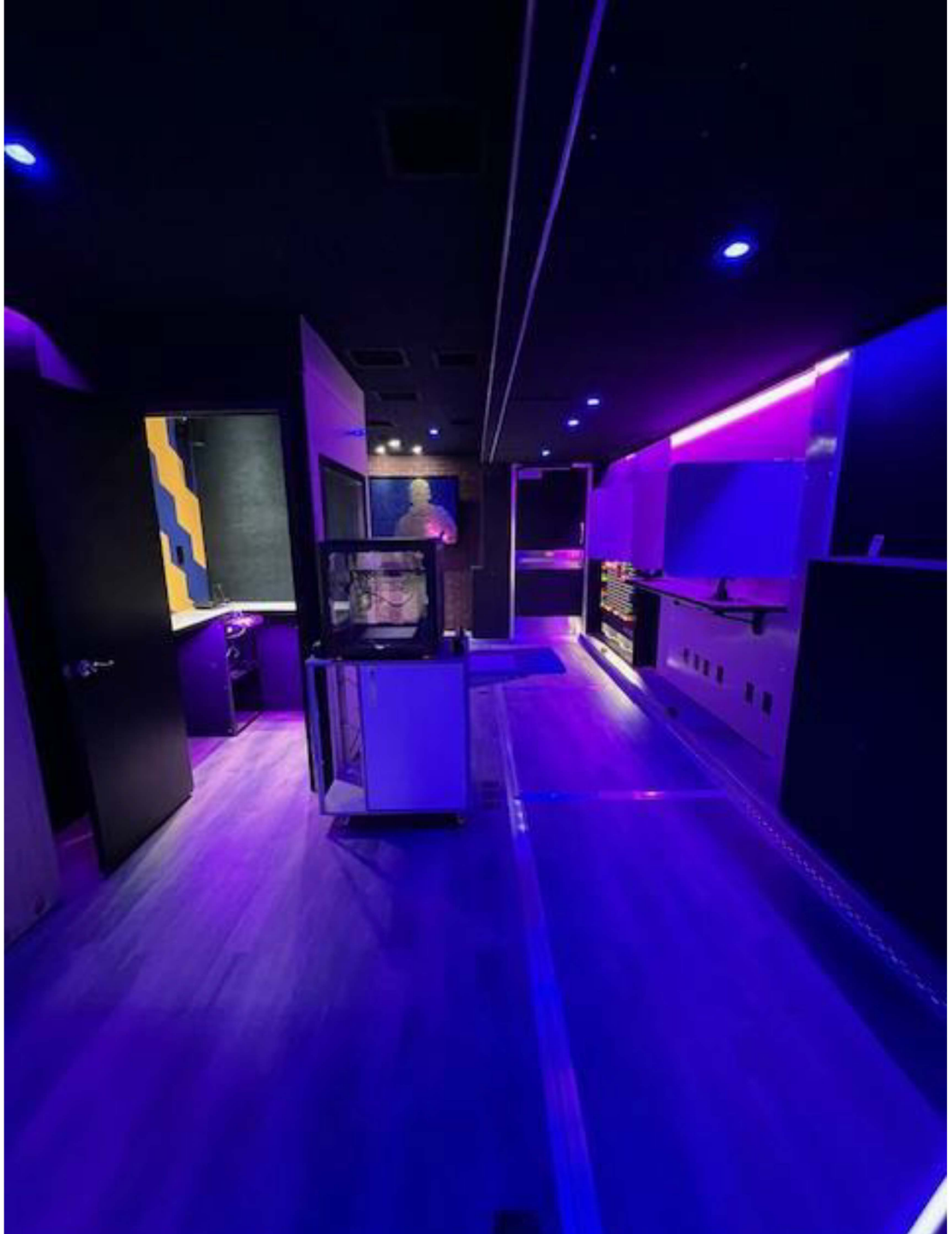


Exhibit A - Pricing Page
Custom Trailer - Mobile DMV Office

Item	Item Description	Quantity	Unit Cost	Extended Price
3.1.1	Custom Trailer	1	$539,273.00	$539,273.00
			Total Cost	**$539,273.00**

Vendor should complete pricing page in its entirety.

Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Centralized Request for Quote
Miscellaneous

Proc Folder:	2070413		**Reason for Modification:**
Doc Description:	Custom Trailer Mobile DMV Office		ADDENDUM NO_1 Vendor Questions and Responses
Proc Type:	Central Purchase Order		
Date Issued	**Solicitation Closes**	**Solicitation No**	**Version**
2026-10-06	2026-10-21 13:30	CRFQ 0802 DMV2700000003	2

BID RECEIVING LOCATION

BID CLERK
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON ST E
CHARLESTON WV 25305
US

VENDOR

Vendor Customer Code:

Vendor Name : Gerling and Associates, Inc

Address : 200

Street : Kintner Pkwy.

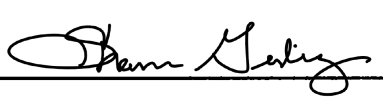
City : Sunbury

State : Ohio **Country :** USA **Zip :** 43074

Principal Contact : Kevin Robinson

Vendor Contact Phone: 740-965-2888 ***Extension:***

FOR INFORMATION CONTACT THE BUYER
John W Estep
304-558-2566
john.w.estep@wv.gov

Vendor Signature X  **FEIN#** 31-1389108 **DATE** 10/20/2026

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION

ADDENDUM NO_1

Addendum No_1 issued to publish and distribute the attached information to the Vendor Community

REQUEST FOR QUOTATION:

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Division of Motor Vehicles to establish a *contract for the one-time purchase of a custom trailer for use as a mobile DMV office. Per the Bid Requirements, Specifications,* Terms and Conditions attached to this solicitation.

INVOICE TO		SHIP TO	
DIVISION OF MOTOR VEHICLES		DIVISION OF MOTOR VEHICLES	
5707 MACCORKLE AVE. S.E., SUITE 200		RECEIVING AND PROCESSING 5707 MACCORKLE AVENUE, S.E. SUITE 200	
CHARLESTON	WV	CHARLESTON	WV
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Custom Trailer Mobile DMV Office	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
25101907			

Extended Description:
Custom Trailer
Mobile DMV Office

Per attached specifications

SCHEDULE OF EVENTS

Line	Event	Event Date
1	Tech Questions due by: 10:00am	2026-10-06

SOLICITATION NUMBER: CRFQ DMV2700000003
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as CRFQ DMV27000000003 Solicitation" to reflect the change(s) identified and described below.

Applicable Addendum Category:

[ ] Modify bid opening date and time

[ ] Modify specifications of product or service being sought

[X] Attachment of vendor questions and responses

[ ] Attachment of pre-bid sign-in sheet

[ ] Correction of error

[ ] Other

Additional Documentation:

Vendor Questions and Responses

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.

2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

CRFQ DMV2700000003 Custom Trailer Mobile DMV Office

Responses to Questions from Vendors

Question 1

Please confirm whether the 26,000-lb limitation refers to the combined *GVWR/GCWR ratings of the tow vehicle and trailer, or the actual combined loaded* operating weight of the completed trailer and tow vehicle.

Response 1

It refers to the combined loaded operating weight. The weight is not to exceed 26,000 lbs so that a CDL will not be required for the operator. With an estimated truck weight of 8,000 - 9,000 lbs the trailer spec is set for no more than 17,000 lbs.

Question 2

Comparing the specs from the original to the revised, it appears the only changes were the 5 th wheel being removed from the custom trailer description and going to a
17,000 lb. GVWR from 16,000 lb. The GVWR is based on axle weight capacity and to the best of our knowledge a tandem axle configuration tops out at dual 8,000 lb. axles. The GVWR is the weight rating the trailer cannot exceed fully loaded and finished, also accounting for whatever payload you might add after our upfitting. So, the increase in GVWR doesn't seem to make sense as there are no 8,500 lb. *axles available.*

Do you know how much payload availability will be required by the state? For instance, what are they going to add in after delivery and what is the total weight of the additional equipment?

You have also added in the specs that the combination of trailer and truck GVWR does not exceed 26,000 lbs. I'm assuming that's to remain non-CDL. The caveat is this from Google: If your cargo trailer has a GVWR greater than 10,000 lbs and the total combined GVWR of the truck plus trailer exceeds 26,000 lbs, a Class A CDL becomes federally required. Some individual states also enforce a separate state-specific license or endorsement if the trailer alone exceeds 10,000 lbs, even if the total combination is under 26,000 lbs. We believe with the above statement being said, a non-CDL product may not be feasible. Do you know what year, make, and model of the tow vehicle will be? What's the GVWR for it?

When you have a trailer that's 42' L, it has to be a gooseneck or 5 th wheel style trailer. Typically, they have triple axles. Meaning (3) 7,000 lb. or 8,000 lb. axles providing 21,000 lb. GVWR or 24,000 lb. GVWR. In this case we need tandem 8,000 lb. axles for 16,000 lb. GVWR. It's also best practice to not exceed 90% of the maximum GVWR so that the trailer suspension works effectively and to provide

maximum longevity for the trailer. As such, we typically spec our vehicles with extra GVWR so that even if you run the trailer at close to your target weight there is still headroom on the suspension/structure. Based on this we would recommend a triple axle configuration with 21,000 lbs. We can still try to shoot for a finished weight of 16,000 lbs. (plus accounting for your payload) but at least you will still have a useable trailer even if you load it to 17,000 lbs. or even slight over that (depending on the weight of your towing vehicle). We would have concerns about building a 16-17,000 lbs. GVWR trailer that you will always be struggling to keep under weight not just with CDL but also the GVWR of the trailer.

We can also offer alternative layouts to try and accommodate the needs of the DMV if that would be acceptable for the bid.

Response 2

We cannot accept alternative layouts, outside of the specifications laid out in this RFQ at this time. We conducted research prior to publishing the RFQ and found that the specifications are not outside the scope of attainment.

The only additional weight we plan to add to the trailer will be computer equipment, i.e. laptops, printers, etc.

We do not have a specific truck yet, as we will likely have to put it out for bid, but plan on one in the one ton model range.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DMV2700000003

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge the addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:
(Check the box next to each addendum received)

[X]	*Addendum No. 1*	[ ]	*Addendum No. 6*
[ ]	Addendum No. 2	[ ]	Addendum No. 7
[ ]	Addendum No. 3	[ ]	Addendum No. 8
[ ]	Addendum No. 4	[ ]	Addendum No. 9
[ ]	Addendum No. 5	[ ]	Addendum No. 10

I understand that failure to confirm the receipt of the addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Gerling and Associates, Inc.
Company

Shannon Gerling-
Authorized Signature

10/26/2026
Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Centralized Request for Quote
Miscellaneous

Proc Folder: 2070413			**Reason for Modification:**
Doc Description: Custom Trailer Mobile DMV Office			ADDENDUM NO_2 Vendor Questions and responses
Proc Type: Central Purchase Order			
Date Issued	**Solicitation Closes**	**Solicitation No**	**Version**
2026-10-15	2026-10-21 13:30	CRFQ 0802 DMV2700000003	3

BID RECEIVING LOCATION

BID CLERK
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON ST E
CHARLESTON WV 25305
US

VENDOR

Vendor Customer Code:
Vendor Name : Gerling and Associates, Inc.
Address : 200
Street : Kintner Pkwy.
City : Sunbury
State : Ohio **Country :** USA **Zip :** 43074
Principal Contact : Kevin Robinson
Vendor Contact Phone: 740-965-2888 ***Extension:***

FOR INFORMATION CONTACT THE BUYER
John W Estep
304-558-2566
john.w.estep@wv.gov

Vendor Signature X **FEIN#** 31-1389108 **DATE** 10/20/2026

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION

ADDENDUM NO_2

Addendum No_2 issued to publish and distribute the attached information to the Vendor Community

REQUEST FOR QUOTATION:

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Division of Motor Vehicles to establish a *contract for the one-time purchase of a custom trailer for use as a mobile DMV office. Per the Bid Requirements, Specifications,* Terms and Conditions attached to this solicitation.

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Custom Trailer Mobile DMV Office	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
25101907			

Extended Description:
Custom Trailer
Mobile DMV Office

Per attached specifications

SCHEDULE OF EVENTS

Line	Event	Event Date
1	Tech Questions due by: 10:00am	2026-10-06

SOLICITATION NUMBER: CRFQ DMV2700000003
Addendum Number: 2

The purpose of this addendum is to modify the solicitation identified as CRFQ DMV2700000003 Solicitation" to reflect the change(s) identified and described below.

Applicable Addendum Category:

[ ] Modify bid opening date and time

[ ] Modify specifications of product or service being sought

[X] Attachment of vendor questions and responses

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[ ] Correction of error

[ ] Other

Additional Documentation:

Vendor Questions and Responses

Terms and Conditions:

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CRFQ DMV2700000003 Custom Trailer Mobile DMV Office

Responses to Questions from Vendors

Question 1

Please confirm whether the 26,000-lb limitation refers to the combined GVWR/GCWR ratings of the tow vehicle and trailer, or the actual combined loaded operating weight of the completed trailer and tow vehicle.

Response 1

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Question 2

Comparing the specs from the original to the revised, it appears the only changes were the 5 th wheel being removed from the custom trailer description and going to a
17,000 lb. GVWR from 16,000 lb. The GVWR is based on axle weight capacity and to the best of our knowledge a tandem axle configuration tops out at dual 8,000 lb. axles. The GVWR is the weight rating the trailer cannot exceed fully loaded and finished, also accounting for whatever payload you might add after our upfitting. So, the increase in GVWR doesn't seem to make sense as there are no 8,500 lb. axles available.

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You have also added in the specs that the combination of trailer and truck GVWR does not exceed 26,000 lbs. I'm assuming that's to remain non-CDL. The caveat is this from Google: If your cargo trailer has a GVWR greater than 10,000 lbs and the total combined GVWR of the truck plus trailer exceeds 26,000 lbs, a Class A CDL becomes federally required. Some individual states also enforce a separate state-specific license or endorsement if the trailer alone exceeds 10,000 lbs, even if the total combination is under 26,000 lbs. We believe with the above statement being said, a non-CDL product may not be feasible. Do you know what year, make, and model of the tow vehicle will be? What's the GVWR for it?

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We can also offer alternative layouts to try and accommodate the needs of the DMV if that would be acceptable for the bid.

Response 2

We cannot accept alternative layouts, outside of the specifications laid out in this RFQ at this time. We conducted research prior to publishing the RFQ and found that the specifications are not outside the scope of attainment.

The only additional weight we plan to add to the trailer will be computer equipment, i.e. laptops, printers, etc.

We do not have a specific truck yet, as we will likely have to put it out for bid, but plan on one in the one ton model range.

Question 3

We reviewed Addendum No. 1 and the State's responses to the vendor questions. Based on their clarification, we do not believe the revision materially changes the concerns identified in my original email/question.
The required floor plan and equipment remain unchanged; alternative layouts are not being accepted, and the trailer is still expected to remain within a 17,000 lb GVWR while paired with an estimated 8,000–9,000 lb tow vehicle. Could you Advise?

Response 3

The trailer is still to be 17,000 lbs or less, though we are willing to accept a comparable floor plan, provided everything required is included.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DMV2700000003

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[X]	Addendum No. 2	[ ]	Addendum No. 7
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Gerling and Associates, Inc.
Company

Shannon Gerling-
Authorized Signature

10/26/2026
Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.