

ITB No. 23-84131503-H  
Attachment A  
Draft Contract No: 84131503-20-1  
Commercial Automobile Insurance

This Contract is between the State of Florida, Department of Management Services (Department), an agency of the State of Florida, on behalf of the Named Insured and \_\_\_\_\_ (Broker), collectively referred to herein as the "Parties."

Accordingly, the Parties agree as follows:

I. Contract Term

The term of the contract will be one year beginning October 20, 2019, 12:01 a.m., and ending October 20, 2020, 12:01 a.m.

II. Contract

As used in this document, the term "Contract" (whether or not capitalized) shall, unless the context requires otherwise, include this document, and all incorporated Attachments and Exhibits, which set forth the entire understanding of the Parties and supersedes all prior agreements. No additional documents submitted by a Broker shall be incorporated in the contract unless specifically identified, incorporated by reference, and approved by the Department. All modifications to this Contract must be in writing and signed by all Parties.

The Broker may have additional responsibilities and obligations pursuant to the Insurance Policy issued by the insurer which is incorporated by reference but are not specifically addressed in this Contract.

All Attachments and Exhibits listed below are incorporated in their entirety into, and form part of, this Contract. The Contract documents shall have priority in the order listed below:

1. This Contract document
2. Exhibit A: Additional Special Contract Conditions
3. Exhibit B: Special Contract Conditions
4. Exhibit C: Price Sheet (as submitted by the Broker)
5. Addenda to this Solicitation, in reverse order of issuance
6. Solicitation and all attachments (excluding Exhibit A and B)
7. Exhibit D: Insurance policy as issued by Insurer
8. Broker's bid submittal, excluding Exhibit C, Price Sheet

III. Contract Management.

Department's Contract Manager:

Jill Soderberg, DMS Statewide Insurance Program Manager  
Division of State Purchasing  
Florida Department of Management Services  
4050 Esplanade Way, Suite 360  
Tallahassee, Florida 32399-0950  
Telephone: (850) 488-7996  
Email: [jill.soderberg@dms.myflorida.com](mailto:jill.soderberg@dms.myflorida.com)

Broker's Contract Manager:

Name, Title  
Vendor Name  
Address  
Telephone:  
Email:

**IN WITNESS THEREOF**, the Parties hereto have caused this Contract, to be executed by their undersigned officials as duly authorized. This Contract is not valid and binding until signed and dated by the Parties.

BROKER

STATE OF FLORIDA,  
DEPARTMENT OF MANAGEMENT SERVICES

\_\_\_\_\_

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Rosalyn Ingram  
Director of State Purchasing and Chief  
Procurement Officer

\_\_\_\_\_

\_\_\_\_\_

DATE:

DATE: