



DEPARTMENT OF MANAGEMENT
SERVICES

4050 Esplanade Way • Tallahassee, Florida 32399-0950

LAWTON CHILES, GOVERNOR


WILLIAM H. LINDNER, SECRETARY

August 1, 1996

Suite 315

MEMORANDUM No.: 4 (96-97)

TO: State Agency Insurance Coordinator Addressed
State Purchasing Office Addressed

FROM:  George C. Banks, CPPO
Director, Division of Purchasing

SUBJECT: Statewide Inland Marine Insurance

In order to provide a more uniform reporting process on the Statewide Inland Marine Insurance, we would like to clarify the proper procedures, as well as offer some insight of how this policy has been written.

The Statewide Inland Marine Policy is written currently with Continental Insurance, policy No. IMC973210 and effective through June 20, 1997, for various non-owned articles on long- and short-term lease or loan. This insurance is provided on a reporting form basis for both long- and short-term. Attached is a copy of the Quarterly Reporting Form included in the original bid specifications. Since this information is stored on the computer, we have accepted each agency's computer printout. However, the information provided on the individual printouts is inconsistent with the original Quarterly Reporting Form. The first report submitted for June 20, 1994, to September 20, 1994, should have included all long- and short-term articles. All articles combined in one (1) exhibit should include the backup material identifying each article. The report for September 20, 1994, to December 20, 1994, should have ONLY included changes from the June 20, 1994, to September 20, 1994, report. Long-term reports must identify all additions, deletions and/or an extension. If nothing has changed from the last report submitted, your report should indicate "no changes".

If an article has a higher value than the current policy limits (attached), or if coverage is desired beyond the policy coverage territories (United States, Puerto Rico and Canada), immediate notice of acquisition must be provided to the Department of Management Services.

We would appreciate your agency using the provided guidelines when participating in the use of the Statewide Inland Marine Insurance program. If your agency is not currently enrolled in this program, please file these guidelines for future reference.

Any questions or problems in delivery or service that may arise regarding these policies should be directed to Theresa Dollar at (904) 488-7516, Suncom 278-7516.

GCB/tad

EXHIBIT F
 STATE OF FLORIDA
MISCELLANEOUS PROPERTY FLOATER
QUARTERLY REPORT
SHORT TERM
(LESS THAN 180 DAYS)

TO _____

DIVISION _____

<u>EXHIBIT</u>	<u>LOCATION</u>	<u>*VALUE</u>	<u>QUARTELY RATE</u>	<u>PREMIUM</u>
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LONG TERM
(OVER 180 DAYS)

ADDITIONS/DELETIONS TO BE ADDED TO EXISTING SCHEDULE ON FILE WITH COMPANY

<u>EXHIBIT #</u>	<u>LOCATION</u>	<u>*VALUE</u>	<u>ADDITION</u>	<u>DELETION</u>
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*LIST ITEMS OVER \$50,000

Rates per \$100
.000685 Daily
.0625 Quarterly
.25 Annual



MOAC
Marine Office of America Corporation

ENDORSEMENT NO. 4

Date of Issuance September 13, 1994

THIS ENDORSEMENT, EFFECTIVE 06/20/94
OF THE CONTINENTAL INSURANCE COMPANY
ISSUED TO STATE OF FLORIDA

FORMS A PART OF POLICY NO. IMC 973201
INSURANCE COMPANY

LIMITS OF LIABILITY ENDORSEMENT

IN CONSIDERATION OF THE PREMIUM CHARGED, IT IS HEREBY UNDERSTOOD AND AGREED THAT THE LIMIT OF INSURANCE ON MOAC FORM IM 345B SHALL READ AS FOLLOWS:

- \$ 50,000. - MAX ANY ONE ARTICLE
- 50,000. - MAX ANY ONE ARTICLE IN TRANSIT
- 250,000. - MAX ANY ONE CASUALTY
- 1,250,000. - MAX ANY ONE LOCATION ANY ONE CATASTROPHE
WHILE AT: FSU, FIU, USF, FAMU, DEPARTMENT
OF STATE

ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED

AGENT OR BROKER NAME AND ADDRESS

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#4:LBR

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