



**OFFICE OF AUDITOR OF STATE**  
**STATE OF IOWA**

Rob Sand  
Auditor of State

State Capitol Building  
Des Moines, Iowa 50319-0004  
Telephone (515) 281-5834

October 14, 2025

Kristi Onstot  
Executive Council  
L O C A L

Subject: Hail Damage to Vehicle #105552 on September 16, 2025  
Department of Administrative Services  
Claim dated September 19, 2025  
AOS Claim ID: 4174

In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damage. It is our conclusion that the above damage incurred by the Department of Administrative Services is covered by Chapter 29C.20 of the Code of Iowa. Therefore, we recommend an Executive Council allocation in the amount of \$3,758.83, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian R. Brustkern".

Brian R. Brustkern, CPA  
Deputy Auditor of State

cc: Kyle Wear, Fleet Services CFO, Department of Administrative Services  
Ryan Betts, Fleet Services Risk Program Manager, Department of Administrative Services  
Heather Hackbarth, Department of Management



Department of  
Administrative Services

KIM REYNOLDS, GOVERNOR  
CHRIS COURNOYER, LT. GOVERNOR

ADAM STEEN, DIRECTOR

Date: September 19, 2025

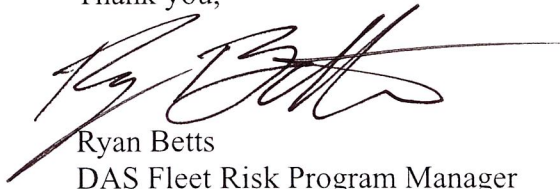
To: Tammy Hollingsworth, Auditor of State  
Victoria Newton, Treasurer of State  
Executive Council

**Re: ALLOCATION REQUEST - 29C20 Claim for Executive Council Consideration**

Vehicle / Event	#105552 / Hail
Event Date	September 16, 2025
Summary	Vehicle 105552 - sustained hail damage (Claim # 318563)
Amount Requested	<b>\$3,758.83 TOTAL (sales tax removed)</b>
Supporting Documentation	29C20 Email Notification, Accident Report, & Repair Estimate

If you have any questions or are in need of additional information, please do not hesitate to contact me.

Thank you,



Ryan Betts  
DAS Fleet Risk Program Manager  
ryan.betts1@iowa.gov  
515-281-8008



Risk, DAS &lt;das.risk@iowa.gov&gt;

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**105552 Hail Damage**

1 message

**Risk, DAS** <das.risk@iowa.gov>

Thu, Sep 18, 2025 at 11:12 AM

To: Tammy Hollingsworth &lt;Tammy.Hollingsworth@aos.iowa.gov&gt;, TOS ExecutiveCouncil &lt;executivecouncil@tos.iowa.gov&gt;

Please accept this email as initial 24 hr notification for AON, vehicle 105552 sustained hail damage on 9/16/2025. I will forward all information as soon as it is received.

**DAS Risk**

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

510 E 12<sup>th</sup> St, Des Moines, IA 50319

515-281-8008 office

[das.risk@iowa.gov](mailto:das.risk@iowa.gov)<https://das.iowa.gov>**Department of  
Administrative Services**

**All accidents must be reported via email or phone to Fleet Services within 24 hours. All accident reports and estimates are due within 72 hours of an accident. Agencies have 60 days to complete repairs to vehicles once approval is given.**



## Department of Administrative Services

*Empowering People  
Collaboration  
Customer Service*

Department of Administrative Services  
DAS Fleet Services- Risk Management  
109 SE 13th St  
Des Moines, IA 50319

### Vehicle Accident Report Form

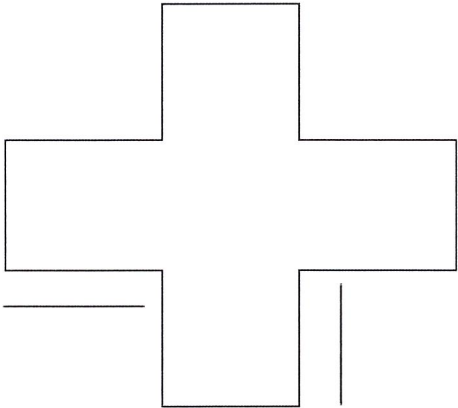
- Render aid or assistance to the injured ([per Iowa Code 321.262](#)).
- The State of Iowa is self-insured. Refer to the insurance card and accident report procedures online or in your glove box packet. If the accident involves another party, exchange information with the driver or property owner. Do not admit fault or attempt to settle your claim.
- Call local law enforcement, if a fatality, injury or property damage has occurred, and obtain a police report. On the Capitol complex, call Iowa State Patrol, Post 16 at 515-281-5608.
- Within the first 24 hours, report accident or damage to DAS Fleet Services (515-281-3162 or [DAS.Risk@iowa.gov](mailto:DAS.Risk@iowa.gov)), your agency fleet contact, and supervisor. Damage caused by an act of nature or unavoidable cause MUST be reported to DAS Fleet Services within 24 hours of the incident to qualify for contingent fund use ([per Iowa Code 29C.20](#)).
- For an estimate, locate the nearest contracted auto body repair shop in the Contracted Service Providers map. A contracted auto body shop within 30 miles should be used if available.
- If towing is necessary, contact DAS Fleet Services (515-281-3162) for assistance. After hours, call National Automobile Club (NAC) FleetRescue\* (866-329-3471) or local law enforcement.
- Within 72 hours, print and submit a completed Accident Report Form, including a cost estimate from the auto body shop to [DAS.Risk@iowa.gov](mailto:DAS.Risk@iowa.gov).
- Any accident in the State of Iowa that causes death, personal injury, or total property damage of \$1,500 or more must be reported on an Iowa Accident Report Form UNLESS the accident is investigated by a law enforcement agency and a report is filed. Failure to return an accident report form within 72 hours may result in suspension of driving privileges.



## Vehicle Accident Report

Time and location of accident			
Accident Date (Mo/Day/Year)		Time	No. of Vehicles
09/16/2025		6:00 PM	1
County		State	
Floyd		Iowa	
Vehicle 1 (State vehicle)			
Driver's Name		Work Street Address	
Jenny R. Kenney		3020 Carroll Ave	
Driver's License No./State		City, State, Zip	
862ZZ0114		Salix, IA 51052	
Date of Birth	Department	Work Phone	Home Phone
02/27/1981	DIAL	515-971-3643	712-840-6954
License Plate No.	VIN	Year, Make, Model	
105552	1FMCUOGN1SUA94562	2025 Ford Escape	
Estimate (\$) of Damage		Description of Damage	
		Hail damage	
Vehicle 2 (other vehicle) if more than two vehicles-use additional forms			
Driver's Name		Street Address	
Driver's License No./State		City, State, Zip	
Date of Birth	Work Phone	Home Phone	License Plate No.
Description of Damage			

Property Damage other than vehicle (fence, utility pole, etc)	
Owner's Name, Address and Phone	Description of Property Damaged
Injured Persons (attach additional sheets if necessary)	
Vehicle No. 1/ Name and Address	Describe Injuries
Vehicle No. 2/ Name and Address	Describe Injuries
Witness	
Name	Address/Phone
Name	Address/Phone

Accident Diagram
<p><b>Complete diagram below, include a description of what happened.</b></p> <p>Use the outline below to sketch the scene of your accident, writing in street or highway names or numbers.</p> <p>Use number 1 to indicate the State vehicle.</p>




## Accident Information Exchange Sheet

### Other Vehicle information

Driver's Name

Street Address

Driver Phone

Driver's License No./State

Vehicle Plate No.

Vehicle year, make, model

VIN

Insurance Company Name

Policy No.

Agent name

Agent phone

Owner's Name/Address (if different)

Submit this information along with the accident report to DAS Fleet Service within 72 hours of the accident.

**Complete the next section, tear at the dotted line and give to the other party involved.**

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### State Vehicle Insurance Information

Driver's Name

Driver's License No./State

Vehicle Plate No.

Vehicle year, make, model

VIN

The State of Iowa is self-insured.  
If you have any questions regarding an accident, please contact  
DAS Fleet Services at 515-281-3162 of [DAS.Risk@iowa.gov](mailto:DAS.Risk@iowa.gov)



## American Collision

2222 6th Street, Sioux City, IA 51101  
Phone: (712) 255-1895

Workfile ID: 016c0b49  
Federal ID: 46-1606758  
State ID: IA

### Preliminary Estimate

#### Customer: Iowa freedom to flourish

Written By: Drake Craft

Insured: Iowa freedom to flourish  
Type of Loss:  
Point of Impact:

Policy #:  
Date of Loss:

Claim #:  
Days to Repair: 0

**Owner:**  
Iowa freedom to flourish  
(712) 840-6954 Cell

**Inspection Location:**  
American Collision  
2222 6th Street  
Sioux City, IA 51101  
Repair Facility  
(712) 255-1895 Business

**Insurance Company:**

### VEHICLE

2025 FORD Escape Active FWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

VIN: 1FMCU0GN1SUA94562  
License:  
State: IA

Interior Color:  
Exterior Color:  
Production Date:

Mileage In:  
Mileage Out:  
Condition:

Vehicle Out:  
Job #:

#### TRANSMISSION

Automatic Transmission  
Overdrive

#### POWER

Power Steering  
Power Brakes  
Power Windows  
Power Locks  
Power Mirrors

#### DECOR

Dual Mirrors  
Privacy Glass  
Console/Storage  
Overhead Console

#### CONVENIENCE

Air Conditioning  
Intermittent Wipers  
Tilt Wheel  
Cruise Control  
Rear Defogger  
Keyless Entry  
Message Center  
Steering Wheel Touch Controls  
Rear Window Wiper  
Telescopic Wheel  
Climate Control  
Backup Camera  
Remote Starter

#### RADIO

AM Radio

FM Radio  
Stereo  
Search/Seek  
Auxiliary Audio Connection  
Satellite Radio

#### SAFETY

Drivers Side Air Bag  
Passenger Air Bag  
Anti-Lock Brakes (4)  
4 Wheel Disc Brakes  
Traction Control  
Stability Control  
Front Side Impact Air Bags  
Head/Curtain Air Bags  
Hands Free Device

Xenon or L.E.D. Headlamps  
Blind Spot Detection  
Lane Departure Warning

#### SEATS

Cloth Seats  
Bucket Seats  
Reclining/Lounge Seats

#### WHEELS

Aluminum/Alloy Wheels

#### PAINT

Clear Coat Paint

#### OTHER

Rear Spoiler  
California Emissions



## Preliminary Estimate

### Customer: Iowa freedom to flourish

2025 FORD Escape Active FWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		<b>HOOD</b>					
2	R&I	R&I hood assy				0.6	
3	*	Subl Hood PDR		1	725.00 T		
4	R&I	Insulator				0.3	
5		<b>ROOF</b>					
6	R&I	RT Roof molding				0.4	
7	*	Subl Roof panel PDR		1	1,075.00 T		
8	R&I	LT Roof molding				0.4	
9	R&I	R&I headliner				3.7	
10		<b>PILLARS, ROCKER &amp; FLOOR</b>					
11	*	Rpr RT Aperture panel				3.0	3.0
12		Add for Clear Coat					1.2
13		<b>MISCELLANEOUS OPERATIONS</b>					
14	#	Hazardous waste removal		1	10.00		
15	#	De Nib and Finesse (.5 per panel)		1			3.0
16	#	Corrosion protection primer		1			1.0
17	#	Cavity Wax		1	51.83	0.4	
<b>SUBTOTALS</b>					<b>1,861.83</b>	<b>8.8</b>	<b>8.2</b>

### ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			61.83
Body Labor	8.8 hrs @	\$ 80.00 /hr	704.00
Paint Labor	8.2 hrs @	\$ 80.00 /hr	656.00
Paint Supplies	8.2 hrs @	\$ 60.00 /hr	492.00
Body Supplies	3.0 hrs @	\$ 15.00 /hr	45.00
Miscellaneous			1,800.00
Subtotal			3,758.83
Sales Tax	\$ 3,758.83 @	7.0000 %	263.12
<b>Grand Total</b>			<b>4,021.95</b>
Deductible			0.00
<b>CUSTOMER PAY</b>			<b>0.00</b>
<b>INSURANCE PAY</b>			<b>4,021.95</b>

**Customer: Iowa freedom to flourish**

2025 FORD Escape Active FWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

REPAIR AUTHORIZATION- DIRECTION TO PAY- WARRANTY

PART PRICES SUBJECT TO INVOICE-----AUTHORIZED AND ACCEPTED: You are hereby authorized to make repairs. In understand that payment in full will be due upon release of vehicle, including additional supplemental damage charges and hereby grant up and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. I accept responsibility for any attorney or or collection fees related to the collection of unpaid balances. You will not be held responsible for loss or damage to vehicle to secure the amount of repairs thereto. You will not be held responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, accident, or any other cause beyond your control. Old parts removed from vehicle will be junked unless otherwise instructed! I authorize any and all supplements payable direct to you. I authorize you to act as power of attorney to sign insurance checks to pay for damages to the vehicle.

Authorized by \_\_\_\_\_ Date: \_\_\_\_\_

WARRANTY

Craft Auto Body, Inc. will warranty the workmanship of it's employees on the repairs to your vehicle for as long as you own the vehicle. We use PPG paint, which carries a life of the vehicle warranty. There is NO Warranty on rust repair.

**Customer: Iowa freedom to flourish**

2025 FORD Escape Active FWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR2MK20, CCC Data Date 09/16/2025, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (\*) or Double Asterisk (\*\*) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2024 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

**SYMBOLS FOLLOWING PART PRICE:**

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

**SYMBOLS FOLLOWING LABOR:**

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

**OTHER SYMBOLS AND ABBREVIATIONS:**

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. CFC=Carbon Fiber. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. STS=Stainless Steel. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Solutions Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.