

MEMBERS OF COUNCIL

HON. KIM REYNOLDS
GOVERNOR

HON. PAUL D. PATE
SECRETARY OF STATE

HON. ROB SAND
AUDITOR OF STATE

HON. ROBY SMITH
TREASURER OF STATE

HON. MIKE. NAIG
SECRETARY OF AGRICULTURE



Executive Council of Iowa

CAPITOL BUILDING
DES MOINES, IOWA 50319
PHONE: 515 281-5368

November 6, 2023

Accounting Department
Office of the Treasurer
Lucas Building
321 E 12th Street
Des Moines, IA, 50319

The Executive Council, in a meeting held on today's date, approved Department of Administrative Services request for an emergency allocation in the amount of \$5,346.40, subject to the audit of actual invoices. On May 7, 2023, Vehicle #2668 was damaged by hail. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Victoria Newton

Victoria Newton
Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services
DAS Fleet Services, Risk
Joel Lunde, Department of Management

AOS Claim # 3538
TOS Job # _____



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 Facsimile (515) 281-6518

September 25, 2023

Victoria Newton
Executive Council
L O C A L

Subject: Hail Damage to Vehicle #2668 on May 7, 2023
Department of Administrative Services
Claim dated July 24, 2023
AOS Claim ID: 3538

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 \$5,346.40, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ernest H. Ruben, Jr.".

Ernest H. Ruben, Jr., CPA
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services
Mariah Flowers, Fleet Services Manager, Department of Administrative Services
Joel Lunde, Department of Management



Governor Kim Reynolds
Lt. Governor Adam Gregg
Adam Steen, Director

Date: July 24, 2022

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

From: Mariah Flowers, Fleet Manager
DAS Fleet Services
Department of Administrative Services

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

Vehicle / Event	#2668/Hail
Event Date	May 7, 2023
Summary	Vehicle #2668 sustained hail damage. (262217)
Amount Requested	\$5,346.40 - Estimate
Supporting Documentation	29C20 Email Notification, Accident Report, Repair Estimate(s), Photos

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

Thank you,

Mariah Fucaloro, Fleet Manager
DAS Fleet Services
Mariah.Fucaloro@iowa.gov
515-414-6582

The logo for the State of Iowa, featuring the word "iowa" in a stylized font with "gov" underneath, all within a dark rectangular box.

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

29C20

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

Fri, May 12, 2023 at 8:29 AM

Draft To: TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>, Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>

Please accept this email as initial 24 hr notification for AON, vehicle 2668 received hail damage on 5/7/23. The hail damage was not noticed until yesterday. I will forward all information as soon as it is received.

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.

Thank you,

**DAS Fleet Services, Risk**

Iowa Department of Administrative Services

Division of Business and Property Services

Office: 515-725-2243

Das.Risk@iowa.gov

<https://das.iowa.gov>

Vehicle Accident Report

Time and location of accident

Accident Date (Mo/Day/Year)	Time	No. of Vehicles
05/07/23	4:20 p.m.	1
County	State	
Jasper	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
FungMing Ma		313 N.19th Ave W.	
Driver's License No./State		City, State, Zip	
814YY6662		Newton, IA, 50208	
Date of Birth	Department	Work Phone	Home Phone
10/16/68	DIA	515.205.7843	641.831.4035
License Plate No.	VIN	Year, Make, Model	
2668	1G1ZC5S14PF124095	2023, Chevy Malibu	
Estimate (\$) of Damage		Description of Damage	
		Dents on hood, roof and truck of vehicle from hail.	

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>Complete diagram below, include a description of what happened. Use the outline below to sketch the scene of your accident, writing in street or highway names or numbers. 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.

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

QUALITY CLAIMS SOLUTIONS

Workfile ID:

78e7c1cf

105 N Krohn Place
 SIOUX FALLS, SD 57103
 Phone: (877) 237-3727, FAX:(866) 371-2844
 qcs@qcsdirect.com

For:

QUALITY CLAIMS SOLUTIONS

DAS Fleet Services

Estimate of Record**Owner: STATE OF IOWA, STATE OF IOWA****Job Number:**

Written By: Ryland Malsam

Insured: STATE OF IOWA, STATE OF IOWA Policy #: UNKNOWN Claim #: APDSOI0262217-001
 Type of Loss: Comprehensive Date of Loss: 7/21/2023 12:00 PM Days to Repair: 0
 Point of Impact: 27 Hail

Owner:
 STATE OF IOWA, STATE OF IOWA
 NEWTON, IA 50208

Inspection Location:
 SULLIVAN AUTO BODY INC
 1400 S 5TH AVE E
 NEWTON, IA 50208
 Other
 (641) 792-2006 Evening

Repair Facility:**VEHICLE**

2023 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection WHITE

VIN: 1G1ZC5ST4PF124095 Production Date: Interior Color:
 License: Odometer: 5,795 Exterior Color: WHITE
 State: Condition:

TRANSMISSION

Automatic Transmission

POWER

Power Brakes
 Power Windows
 Power Locks
 Power Mirrors

DECOR

Dual Mirrors

CONVENIENCE

Air Conditioning
 Tilt Wheel

Cruise Control

Rear Defogger

Keyless Entry

Alarm

Message Center

Steering Wheel Touch Controls

Telescopic Wheel

Backup Camera

RADIO

AM Radio

FM Radio

Stereo

Search/Seek

Auxiliary Audio Connection

SAFETY

Drivers Side Air Bag

Passenger Air Bag

Anti-Lock Brakes (4)

4 Wheel Disc Brakes

Front Side Impact Air Bags

Head/Curtain Air Bags

Communications System

Hands Free Device

Lane Departure Warning

SEATS

Cloth Seats

Bucket Seats

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

OTHER

Traction Control

Stability Control

Estimate of Record

Owner: STATE OF IOWA, STATE OF IOWA

Job Number:

2023 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection WHITE

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		HOOD					
2	R&I	R&I hood assy				0.8	
3	R&I	Insulator				0.3	
4	*	Subl Hood		1	<u>775.00</u> X		
5		ROOF					
6	*	Subl Roof panel		1	<u>1,300.00</u> X		
7	R&I	R&I headliner				2.9	
8		TRUNK LID					
9	*	Subl Trunk lid w/o spoiler		1	<u>700.00</u> X		
10		FENDER					
11	*	Subl LT Fender		1	<u>125.00</u> X		
12	*	Subl RT Fender		1	<u>225.00</u> X		
13		QUARTER PANEL					
14	*	Subl LT Quarter panel		1	<u>175.00</u> X		
15	*	Subl RT Quarter panel		1	<u>450.00</u> X		
16		PILLARS, ROCKER & FLOOR					
17	*	Subl LT Uniside assy		1	<u>200.00</u> X s		
18	*	Rpr LT Uniside assy				s 1.0	4.0
19		Add for Clear Coat					1.6
20	*	Subl RT Uniside assy		1	<u>125.00</u> X s		
21		REAR DOOR					
22	*	Subl RT Door shell		1	<u>125.00</u> X		
23	#	Cover Car		1	5.00	0.2	
24	#	Cover Car PRIMER		1	5.00	0.2	
25	#	Corrosion Protection		1	10.00	0.2	
26	#	Color Sand/ Buff		1		0.3	
27	#	Tint Color		1			0.5
28	#	FEATHER PRIME BLOCK		1		0.2	
29	#	Hazardous Waste		1	4.00 X		
SUBTOTALS					4,224.00	6.1	6.1

Estimate of Record

Owner: STATE OF IOWA, STATE OF IOWA

Job Number:

2023 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection WHITE

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			20.00
Body Labor	6.1 hrs @	\$ 68.00 /hr	414.80
Paint Labor	6.1 hrs @	\$ 68.00 /hr	414.80
Paint Supplies	6.1 hrs @	\$ 48.00 /hr	292.80
Miscellaneous			4,204.00
Subtotal			5,346.40
Total Cost of Repairs			5,346.40
Deductible			0.00
Total Adjustments			0.00
Net Cost of Repairs			5,346.40

MyPriceLink Estimate ID / Quote ID:

1111631812146241536 /

THIS IS NOT AN AUTHORIZATION TO BEGIN REPAIRS.

SUPPLEMENTS - Please be advised that the INSURANCE COMPANY requires notice of any supplements prior to the work being performed. Failure to notify INSURANCE COMPANY and allow INSURANCE COMPANY to review the supplemental charges may result in non-payment of the supplemental items.

ESTIMATE AUDIT - THIS DOCUMENT IS NOT AN APPRAISAL. INQUIRIES SHOULD BE DIRECTED TO THE INSURANCE COMPANY LISTED AT THE TOP OF THIS DOCUMENT.

REPAIR SHOPS CAN CONTACT QCS AUDITOR FOR ANY REPAIR RELATED INQUIRIES AT 1-877-237-3727.