

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

February 3, 2025

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 a supplemental emergency allocation in the amount of \$216.36. This brings the total allocation to \$4,938.70. On May 3, 2024, Vehicle #1546 was damaged by a deer. Request was to cover repair costs.

This represents full and final payment and this allocation closed.

EXECUTIVE COUNCIL OF IOWA

*Kristi Onstot*

Kristi Onstot  
Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services  
DAS Fleet Services, Risk  
Matt Bender, Department of Management  
Heather Hackbarth, Department of Management

AOS Claim # 3745  
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

January 21, 2025

Kristi Onstot  
Executive Council  
L O C A L

Subject: Deer Damage to Vehicle #1546 on May 3, 2024  
Department of Administrative Services  
Claim dated May 9, 2024  
AOS Claim ID: 3745

The Department's request included a supplemental allocation request of \$216.36 because additional damages were identified. We recommend Executive Council approval of the supplemental allocation of \$216.36, which increases the allocation to \$4,938.70. In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to this loss. We have found the items to be in order as shown below:

Documented request			\$	<u>4,938.70</u>
Executive Council allocation (Revised)			\$	<u>4,938.70</u>
Less:				
Previous payments	\$	0.00		
This payment		<u>4,938.70</u>		
Total			\$	<u>4,938.70</u>
Remaining Executive Council allocation			\$	<u>0.00</u>

We recommend that reimbursement be made in the amount of \$4,938.70. This represents full and final payment on this allocation.

Sincerely,

Brian R. Brustkern, CPA  
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services  
Mariah Fucaloro, Fleet Services Manager, Department of Administrative Services



Department of Administrative Services

KIM REYNOLDS, GOVERNOR

ADAM STEEN, DIRECTOR

Date: November 18, 2024

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

From: Ryan Betts, Fleet Risk Manager
DAS Fleet Services
Department of Administrative Services

Re: REIMBURSEMENT REQUEST - 29C20 Claim

Table with 2 columns: Field Name, Value. Rows include AOS Claim # (3745), Vehicle / Event (#1546 / Animal/Deer), Event Date (May 3, 2024), Summary (Vehicle 1546 - struck a deer (280347)), and Amount Requested (\$4,938.70 TOTAL).

The Department of Administrative Services, Central Procurement Fleet Services Enterprise, has paid all vendors to date. We are seeking an allocation for those funds under 29C20 Contingency Fund – Disaster Aid. Please deposit into the following account: 0665-005-5790-0657.

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

Handwritten signature of Ryan Betts

Ryan Betts
DAS Fleet Services
ryan.betts@iowa.gov
515-281-8008



# Warrants



\* Required fields

## Warrant Information

<b>Fiscal Year</b> 2025	<b>Amount</b> \$4,938.70	<b>Warrant Number</b> 73294426
<b>Vendor Customer</b> 00003079733	<b>Line Number</b> 1	<b>Last Updated</b> 10/31/2024 07:24 PM

## Issue Information

<b>Issued</b> 10/23/2024 12:00 AM	<b>Void</b> No	<b>Transaction ID</b> RISK00524296502
<b>Duplicate</b> No	<b>Transaction Line Number</b> 1	<b>Stop</b> No
<b>Line Amount</b> \$620.40	<b>Comments</b>	

## Redeemed Information

<b>Redeemed</b> 10/31/2024 12:00 AM	<b>Batch Number</b> 0000	<b>Redeemed Bank</b> 0000
<b>Sequence Number</b> 01722	<b>Redeemed Fund</b> 0665	<b>Redeemed Department</b> 005

## COA

<b>Fund</b> 0665	<b>Object</b> 2715	<b>Dept Object</b> -
<b>Sub Fund</b> -	<b>Sub Object</b> -	<b>Dept Revenue</b> -
<b>Department</b> 005	<b>Unit</b> 5790	<b>Sub Unit</b> -
<b>Object Class</b> -	<b>Revenue Source</b> -	<b>Sub Revenue Source</b> -
<b>Appropriation</b> 0000	<b>Revenue Source Class</b> -	<b>BSA</b> -
<b>Sub BSA</b> -		

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Final Bill

RO Number: 10909

Customer: ISP	Insurance: CUSTOMER PAY	Adjuster: Phone: Claim: APDSOI0280347-00 1	Estimator: Cruz Estrada
(319) 372-5432		Loss Date: Deductible:	Create Date: 5/3/2024

2023 CHEV Traverse LS AWD (Fleet) 4D UTV 6-3.6L Gasoline Direct Injection white

VIN: 1GNEVLKWPJ242476	Interior Color: black	Mileage In: 36,061	Vehicle Out: 6/3/2024
License: 1546	Exterior Color: white	Mileage Out: 36,061	
State: IA	Production Date: 4/2023	Condition:	Job #:

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labor	Type	Paint
1	E01		<b>FRONT BUMPER &amp; GRILLE</b>						
2	E01	Remove/Replace	O/H front bumper				3.8	Body	
3	S01	Remove/Replace	Bumper cover	1	668.00	OEM	0.0	Body	3.0
4	E01		Add for Clear Coat						1.2
5	E01	Remove/Replace	LT Side bracket	1	60.10	OEM	0.0	Body	
6	S01	Remove/Replace	LT Side retainer	1	13.70	OEM	0.1	Body	
7	E01	Remove/Replace	LT Fog lamp bezel chrome	1	27.45	OEM	0.0	Body	
8	E01	Remove/Replace	LT Lower cover LS, LT, RS	1	354.15	OEM	0.0	Body	
9	E01	Remove/Replace	Grille assy bright chrome LS	1	501.03	OEM	0.0	Body	
10	S01	Remove/Replace	Lower brace	1	33.92	OEM	0.1	Body	
11	S01	Remove/Replace	Upper brace	1	28.00	A/M	0.1	Body	
12	S01	Remove/Replace	LT Reflector w/o headlamp level	1	21.12	OEM	0.1	Body	
13	S01	Remove/Replace	LT Lower support w/o tow hooks	1	6.83	OEM			
14	S01	Remove/Replace	RETAINER	1	8.70	OEM			
15	S01	Remove/Replace	Harness w/o surround view	1	69.39	OEM	0.0	Body	
16	E01		<b>FRONT LAMPS</b>						
17	E01	Remove/Replace	LT Headlamp LS, LT, RS	1	1,192.90	OEM	0.3	Body	
18	E01	Remove/Replace	LT H'lamp bracket	1	47.33	OEM	0.2	Body	
19	E01		<b>COOLING</b>						
20	E01	Remove/Replace	Shutter upper	1	218.58	OEM	0.3	Body	
21	E01	Remove/Replace	Upper baffle	1	55.15	OEM	0.2	Body	
22	E01	Remove/Replace	LT Side baffle	1	25.95	OEM			
23	E01		<b>AIR CONDITIONER &amp; HEATER</b>						
24	E01	Remove/Replace	Condenser 3.6 liter	1	264.55	OEM	2.0	Body	
25	E01	Remove/Replace	AC Service evacuate & recharge				1.4	Body	
26	E01	Remove/Replace	AC Service refrigerant recovery				0.4	Body	
27	E01		<b>FENDER</b>						

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

**RO Number: 10909**

2023 CHEV Traverse LS AWD (Fleet) 4D UTV 6-3.6L Gasoline Direct Injection white

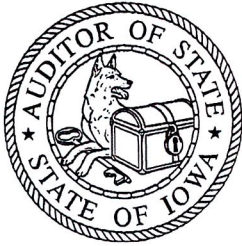
28	E01	Remove/Replace	LT Wheel opng mldg black	1	59.00	A/M	0.0	Body
29	E01	Remove/Replace	LT Fender liner	1	122.45	OEM	0.4	Body
30	E01	Remove/Replace	Cover Car	1	5.00	Other		
31	E01	Remove/Replace	Corrosion Protection	1	5.00	Other		
32	E01	Remove/Replace	Flex Additive/Adhesion Promoter	1	5.00	Other		
33	E01		OPEN TO UNSEEN DAMAGE					

Estimate Totals	Discount \$	Markup \$	Rate \$	Total Hours	Total \$
Parts					3,788.30
Labor, Body			66.00	9.4	620.40
Labor, Refinish			75.00	4.2	315.00
Material, Paint					210.00
Miscellaneous					5.00
<b>Subtotal</b>					<b>4,938.70</b>
Sales Tax					0.00
<b>Grand Total</b>					<b>4,938.70</b>
<b>Net Total</b>					<b>4,938.70</b>

Estimate Version	Total \$
Original	4,725.04
Supplement S01	213.66

Insurance Total \$:	4,938.70
Received from Insurance \$:	0.00
<b>Balance due from Insurance \$:</b>	<b>4,938.70</b>
Customer Total \$:	0.00
Received from Customer \$:	0.00
<b>Balance due from Customer \$:</b>	<b>0.00</b>

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural



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May 21, 2024

Kristi Onstot  
Executive Council  
L O C A L

Subject: Deer Damage to Vehicle #1546 on May 3, 2024  
Department of Administrative Services  
Claim dated May 9, 2024  
AOS Claim ID: 3745

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. The Department requested an allocation of \$5,052.90; however, the estimate from the vendor includes sales tax of \$330.56. This amount will be deducted from the Department's request. Therefore, we recommend an Executive Council allocation in the amount of \$4,722.34, subject to an audit of actual invoices.

Sincerely,

Brian R. Brustkern, CPA  
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services  
Mariah Fucaloro, Fleet Services Manager, Department of Administrative Services  
Heather Hackbarth, Department of Management