

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 an emergency allocation in the amount of \$4,630.33, subject to an audit of actual invoices. On December 16, 2024, Vehicle #105575 was damaged by a deer. Request was to cover repair costs.

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 # 3950
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 #105575 on December 16, 2024
Department of Administrative Services
Claim dated December 27, 2024
AOS Claim ID: 3950

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 \$4,954.45; however, the estimate from the vendor includes sales tax of \$324.12. This amount will be deducted from the Department's request. Therefore, we recommend an Executive Council allocation in the amount of \$4,630.33, 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: Adam Steen, Director, Department of Administrative Services
Mariah Fucaloro, Fleet Services 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: December 27, 2024

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

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

Vehicle / Event	#105575 / Animal
Event Date	December 16, 2024
Summary	Vehicle 105575 - struck a deer. (296839)
Amount Requested	\$4,954.45 - Estimate
Supporting Documentation	29C20 Email Notification, Accident Report, Repair Estimate(s)

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 Services
ryan.betts1@iowa.gov
515-281-8008



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

29C20 Notification - Vehicle 105575 - 12/16/2024

1 message

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

Tue, Dec 17, 2024 at 11:54 AM

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 105575 struck a deer on 12/16/2024. I will forward all information as soon as it is received.

Please note that this accident notification came in to us via phone call, not email, so we don't have a damage report or estimate yet.
Thank you!

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.

DAS Risk

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

109 SE 13th St, Des Moines, IA 50319

515-281-3162 office

das.risk@iowa.gov<https://das.iowa.gov>Department of
Administrative Services



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), 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.
- 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
12/16/24	5:30 PM	1
County	State	
Cherokee	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Jessica Davis		6200 Park Avenue, Suite 100	
Driver's License No./State		City, State, Zip	
544YY9891		Des Moines, Iowa 50321	
Date of Birth	Department	Work Phone	Home Phone
06/12/1977	DIAL	515-689-0971	712-229-7562
License Plate No.	VIN	Year, Make, Model	
105575	1C3CCCAB3GN102271	Chrysler, 200 Limited	
Estimate (\$) of Damage		Description of Damage	
Unknown		Damage to the front grill, hood and bumper from hitting a deer.	

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



Prestige Collision Repair Centers

Where Quality Counts Since 1975
3929 Prestige Blvd, Sioux City, IA 51106
Phone: (712) 234-1975
FAX: (712) 234-1977

Workfile ID: d5b00e18
PartsShare: 8jyQRz
Federal ID: 83-1286454
State ID: Iowa

Preliminary Estimate

Customer: State Of Iowa

Written By: Logan Jurgensmier

Insured: State Of Iowa
Type of Loss:
Point of Impact:

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:

State Of Iowa
(712) 229-7562 Cell

Inspection Location:

Prestige Collision Repair Centers
3929 Prestige Blvd
Sioux City, IA 51106
Repair Facility
(712) 234-1975 Business

Insurance Company:

VEHICLE

2016 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI

VIN: 1C3CCCAB3GN102271
License:
State: IA

Interior Color:
Exterior Color:
Production Date:

Mileage In:
Mileage Out:
Condition:

Vehicle Out:
Job #:

TRANSMISSION

Automatic Transmission

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors

DECOR

Dual Mirrors
Tinted Glass
Console/Storage
Overhead Console

CONVENIENCE

Air Conditioning
Intermittent Wipers
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
Hands Free Device

SEATS

Cloth Seats
Bucket Seats
Reclining/Lounge Seats

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint
Metallic Paint

OTHER

Traction Control
Stability Control

Get live updates at www.carwise.com/e/4XvEzS

Preliminary Estimate

Customer: State Of Iowa

2016 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1	#	***Possible more damage under bumper***		1			
2	#	Subl Prescan		1	150.00		
3	#	Rpr Battery support during PRE/POST scans				0.2 M	
4	FRONT BUMPER & GRILLE						
5	* <>	Rpr Bumper cover w/o frt pk aid				2.0	2.8
6		Add for Clear Coat					1.1
7		O/H bumper assy				3.4	
8		Repl Upper grille 2.4 liter	68227617AC	1	169.00	Incl.	
9		Repl Molding chrome	68202984AB	1	325.00	Incl.	
10		Repl Lower grille w/o fog lamps	68202988AC	1	138.00	Incl.	
11		Repl Ornament "CHRYSLER" chrome	68174585AB	1	140.00	Incl.	
12	#	Refn De Nib and Finesse (.5 per panel)					0.5
13	#	Rpr Color tint / color match					0.5
14	**	Repl A/M Flex additive		1	8.00 T		0.2
15	#	Rpr Feather Prime and Block (.2 per repair hour)					0.4
16	FRONT LAMPS						
17		R&I RT R&I headlamp assy				0.3	
18		R&I LT R&I headlamp assy				0.3	
19	HOOD						
20		Repl Hood (ALU)	68143614AC	1	1,210.00	1.9	2.8
21		Overlap Major Non-Adj. Panel					-0.2
22		Add for Clear Coat					0.5
23		Add for Underside(Complete)					1.4
24		Add for Clear Coat					0.3
25	**	Subl A/M Hazardous waste removal		1	10.00 X		
26	**	Repl A/M Corrosion protection primer		1	25.00 T		0.4
27	**	Repl A/M Cavity wax		1	51.83 T	0.4	
28	#	Subl Postscan (Done in house)		1	150.00		
SUBTOTALS					2,376.83	8.5	10.7

Preliminary Estimate

Customer: State Of Iowa

2016 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,282.00
Body Labor	8.3 hrs @	\$ 80.00 /hr	664.00
Paint Labor	10.7 hrs @	\$ 80.00 /hr	856.00
Mechanical Labor	0.2 hrs @	\$ 120.00 /hr	24.00
Paint Supplies	10.7 hrs @	\$ 60.00 /hr	642.00
Body Supplies	4.5 hrs @	\$ 15.00 /hr	67.50
Miscellaneous			94.83
Subtotal			4,630.33
Sales Tax	\$ 4,630.33 @	7.0000 %	324.12
Grand Total			4,954.45
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			4,954.45

REPAIR AUTHORIZATION-DIRECTION TO PAY-WARRANTY

PARTS PRICES SUBJECT TO INVOICE----AUTHORIZED AND ACCEPTED: You are hereby authorized to make repairs. I understand that payment in full will be due upon the 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, including moving the vehicle between sublet or one of our other locations in the Prestige Family. 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 collection fees related to the collection of unpaid balances. 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 discarded unless otherwise instructed! I authorize any and all supplements payable directly 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

Prestige Collision Centers will warranty the workmanship of its employees on the repairs to your vehicle. We use PPG paint which carries a life of the vehicle warranty. There is NO warranty on rust repair.

Preliminary Estimate

Customer: State Of Iowa

2016 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI

THIS ESTIMATE HAS BEEN PREPARED BASED ON THE USE OF AFTERMARKET CRASH PARTS SUPPLIED BY A SOURCE OTHER THAN THE MANUFACTURER OF YOUR MOTOR VEHICLE. ANY WARRANTIES APPLICABLE TO THESE REPLACEMENT PARTS ARE PROVIDED BY THE MANUFACTURER OR DISTRIBUTOR OF THESE PARTS RATHER THAN THE MANUFACTURER OF YOUR VEHICLE.

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 DR3PR15, CCC Data Date 12/16/2024, 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.

Preliminary Estimate

Customer: State Of Iowa

2016 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI

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.