

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 \$5,709.50, subject to an audit of actual invoices. On November 14, 2024, Vehicle #1336 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 # 3941
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 #1336 on November 14, 2024
Department of Administrative Services
Claim dated November 19, 2024
AOS Claim ID: 3941

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 \$5,709.50, 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



KIM REYNOLDS, GOVERNOR

ADAM STEEN, DIRECTOR

Date: November 19, 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	#1336 / Animal
Event Date	November 14, 2024
Summary	Vehicle 1336 - struck a deer (294606)
Amount Requested	\$5,709.50 - 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.betts@iowa.gov
515-281-8008



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

29C20 Notification: Vehicle 1336 Hit a Deer 11/14/2024

1 message

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

Fri, Nov 15, 2024 at 10:17 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 1336 struck a deer on 11/14/2024. I will forward all information as soon as it is received.

This notification was via a phone call, I do not have email documentation yet.

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 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

*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
11/14/2024	5:55 PM	1
County	State	
Winneshiek	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Detra Dettmann		2548 Lake Meyer Road	
Driver's License No./State		City, State, Zip	
619DD7469 / Iowa		Fort Atkinson, IA 52144	
Date of Birth	Department	Work Phone	Home Phone
08/19/1969	Natural Resources	563-608-4597	319-931-0707
License Plate No.	VIN	Year, Make, Model	
1336	3C4NJDAB5LT170761	2020, Jeep, Compass	
Estimate (\$) of Damage		Description of Damage	
\$6,109.17		Struck deer damaging front right corner of the vehicle	

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>	
	<p>State Car Plate #1336 was driving north on Hwy 24 (2 lane highway) approx. 3 miles south of Fort Atkinson when a deer from the shoulder collided with the front right corner of vehicle 1336.</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	
<p>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</p>	

NEALS AUTO BODY INC
 2377 COUNTY ROAD B32, FESTINA, IA 52144-7414
 Office: (563) 534-7143
 Fax: (563) 534-7143
 nealsautobody@acegroup.cc
 Tax ID: 352324876

Estimate ID
 20965334
 Original

Owner
DNR Iowa Detra Dettmann
 2548 Lake Meyer Rd
 Fort Atkinson, IA 52144
 (563) 608-4597 (Mobile)
 detra.dettmann@dnr.iowa.gov

Appraiser
Mark Weidemann
 nealsautobody@acegroup.cc

Classification
 None

Loss Type Comprehensive	Deductible Unknown	Repair Facility Neal's Auto Body 2377 county road B32 Festina, IA 52144
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2020 Jeep Compass Sport 4 Door Utility 2.4L 4 Cyl Gas Injected 4WD

Exterior Color PW3 (Bianco White)	VIN 3C4NJDAB5LT170761	Drivable Unknown	Odometer 72328
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Mitchell Service Code
911982

Options

4 Wheel Drive	4WD or AWD	Air Conditioning	Anti-Lock Brake Sys. (ABS)	Auto Air Condition
Auxiliary Input	Bluetooth Wireless Connectivity	Cloth Seat	Cruise Control	Daytime Running Lights
Driver-Front Air Bag	Dual A/C	Electric Defogger	Electronic Stability Control	First Row Bucket Seat
Heated Mirror	Keyless Entry System	Left-Curtain Air Bag	MP3 Player	Passenger-Front Air Bag
Power Door Locks	Power Remote Mirror	Power Steering	Power Windows	Rear Bench Seat
Rear Gate Wiper	Rear Spoiler	Rearview Camera	Second Row Side Airbag With Head Protection	Side Airbags
Smart Key System	Steering Wheel Mounted Audio Control	Tilt Steering Wheel	Tire Pressure Monitoring System	Traction Control/Electronic System
Trip Computer				

DNR Iowa Detra Dettmann | 2020 Jeep Compass Sport

Parts Profile
Neal Parts

Parts Profile Version
2.0

		LABOR				PART				
Line #	Description	Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
Front Bumper										
1	AUTO Frt Bumper Cover Assy	Overhaul	Body	3.7#	3.7	Existing				
2	102274 Frt Bumper Cover	Remove / Replace	Body	INC#	3.7	New	68499103AA	1	\$519.00	Yes
3	AUTO Frt Bumper Cover	Refinish Only	Refinish	2.2 C	2.2					

Line #	Description	LABOR				PART					
		Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax	
4	AUTO R Fender Wheel Opening Mldg	Remove / Install	Body	INC#	0.4						
5	AUTO L Fender Wheel Opening Mldg	Remove / Install	Body	0.4#	0.4						
6	102018 R Frt Up'r Bumper Bracket	Remove / Replace	Body	INC#	0.2	New	68244508AB	1	\$15.65	Yes	
7	102030 Frt Up'r Bumper Grille	Remove / Replace	Body	INC#	0.3	New	5UT11RXFAC	1	\$133.00	Yes	
8	AUTO Frt Bumper Cover	Remove / Install	Body	INC#	1.0						
9	102037 R Frt Bumper Opening Cover	Remove / Replace	Body	INC#	0.2	New	5UP98RXFAA	1	\$20.35	Yes	
10	102040 Frt Lwr Bumper Cover	Remove / Replace	Body	INC#	0.4	New	5UQ11RXFAB	1	\$387.00	Yes	
11	102041 Frt Bumper License Plate Bracket	Remove / Install	Body	INC#	0.2	Existing					
Grille											
12	100058 Grille	Remove / Replace	Body	0.9#	1.2	New	6BA20TZZAB	1	\$328.00	Yes	
13	AUTO Grille	Refinish Only	Refinish	1.0 C	1.0						
14	101895 Inr Grille	Remove / Replace	Body	INC#	0.4	New	5UP86RXFAB	1	\$118.00	Yes	
15	AUTO Grille Assy	Remove / Install	Body	INC#	0.3						
16	100062 Up'r Grille Panel	Remove / Replace	Body	INC#	0.3	New	55112645AA	1	\$49.75	Yes	
17	100063 Grille Seal	Remove / Replace	Body	INC#	0.2	New	68258700AD	1	\$91.30	Yes	
Front Lamps											
18	100505 R Frt Combination Lamp Assembly	Remove / Replace	Body	0.5#	0.5	New	55112706AF	1	\$675.00	Yes	
19	AUTO Headlamps	Check / Adjust	Body	0.4	0.4						
20	100547 R Frt Park/Signal Lamp Assembly	Remove / Replace	Body	INC#	0.3	New	55112720AB	1	\$91.20	Yes	
Front Fender											
21	101753 R Fender Panel (Steel/Hss)	Remove / Replace	Body	2.2#	2.2	New	68243850AA	1	d\$305.00	Yes	
22	AUTO R Front Combination Lamp	Remove / Install	Body	INC#	0.5						
23	AUTO R Fender Outside	Refinish Only	Refinish	2.0 C	2.0						
24	AUTO R Add To Edge Fender	Refinish Only	Refinish	0.5 C	0.5						
25	AUTO R Rocker Moulding	Remove / Install	Body	0.4	0.4						
26	101769 R Fender Upper Panel Assy	Remove / Replace	Body	0.2	0.2	New	55112650AA	1	\$15.25	Yes	
27	101771 R Fender Liner	Remove / Replace	Body	INC	0.4	New	68448352AA	1	\$103.00	Yes	
28	101773 R Fender Wheel Opening Mldg	Remove / Replace	Body	INC#	0.4	New	7ST30RXFAA	1	\$116.00	Yes	
Front Door											
29	100143 R Frt Door Shell (Steel/Hss)	Repair	Body	0.5*#	5.1	Existing					

Line #	Description	LABOR				PART				
		Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
30	AUTO R Frt Door Outside	Refinish Only	Refinish	1.7 C	2.1	Existing				
31	100599 R Frt Rear View Mirror	Remove / Install	Body	0.3#	0.3	Existing				
32	100601 R Frt Otr Door Belt Moulding	Remove / Install	Body	0.3	0.3	Existing				
33	101192 R Frt Door Moulding	Remove / Install	Body	0.4	0.4	Existing				
34	100150 R Frt Door Adhesive Nameplate	Remove / Replace	Body	0.2	0.2	New	68292421AA	1	\$124.00	Yes
35	100461 R Frt Door Trim Panel	Remove / Install	Body	0.4	0.4	Existing				
36	100468 R Frt Otr Door Handle	Remove / Install	Body	0.3	0.3	Existing				
Additional Costs & Materials										
37	AUTO Paint/Materials	Additional Cost							\$658.80	Yes
38	AUTO Hazardous Waste Disposal	Additional Cost							\$5.00*	Yes
39	936014 Flex Additive	Additional Cost							\$10.00*	Yes
Additional Operations										
40	AUTO Clear Coat	Additional Operation	Refinish	1.9	0.0				\$0.00	
41	933003 Tint Color	Additional Operation	Refinish	0.5*	0.0				\$0.00	
Special / Manual Entry										
42	900500 DNR Door Logo	Remove / Replace	Body*	INC*	0.0	Aftermarket New		1	INC*	Yes
43	900501 DNR Logo to be installed by owner.									
44	900500 Mask for overspray	Remove / Replace	Refinish*	0.2*	0.0	New		1	\$10.00*	Yes
45	900500 Restore Corrosion Protectant	Remove / Replace	Refinish*	0.2*	0.0	New		1	\$10.00*	Yes
46	900500 Finish Sand and Buff	Additional Labor	Refinish*	2.0*	0.0	Existing		1		
47	900501 Finish sand and buff outside surface area(s): Allow .3 per refinish hour (30%) to finish sand and buff each surface area(s).									
48	900500 Pre-Scan	Additional Labor	Mechanical*	1.0*	0.0	Existing		1		
49	900500 Post-Scan	Additional Labor	Mechanical*	1.0*	0.0	Existing		0		

* Judgment Item

T Included in Two Tone Calculation

Labor Note Applies

d Discontinued by Manufacturer

C Included in Clear Coat Calculation

A Included in Clear Coat and Two Tone Calculation

r CEG R&R Time Used for this Labor Operation

[] Verify the part number and price before ordering

Disclaimer: 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 Totals

Labor	Units	Rate	Sublet Add'l Amount	Totals
Body Labor	11.1	\$74.00		\$821.40
Refinish Labor	12.2	\$74.00		\$902.80
Mechanical Labor	2.0	\$100.00		\$200.00
Total Labor	25.3			\$1,924.20
			Taxable	\$1,924.20
			Tax 7.0000%	\$134.69
			Non-Taxable	\$0.00
			Pre-Tax Discount 0.00%	\$0.00
			Labor Total	\$2,058.89
Parts		Amount		
Taxable Parts		\$3,111.50		\$3,111.50
			Parts Adjustments	\$0.00
			Tax 7.0000%	\$217.81
			Non-Taxable	\$0.00
			Pre-Tax Discount 0.00%	\$0.00
			Parts Total	\$3,329.31
Costs		Amount		
Paint Materials		\$658.80		\$658.80
Shop Materials		\$0.00		\$0.00
Other Additional Costs		\$15.00		\$15.00
Paint Materials:			Taxable	\$673.80
- Refinish Units: 12.2 units			Tax 7.0000%	\$47.17
- Rate: \$54.00			Non-Taxable	\$0.00
- Rate Max: 99.9 units			Pre-Tax Discount 0.00%	\$0.00
- Additional Rate: \$0.00			Costs Total	\$720.97
Gross Totals		Amount		
Gross Total		\$6,109.17		\$6,109.17
			Taxable	\$5,709.50
			Tax	\$399.67
			Non-Taxable	\$0.00
			Pre-Tax Discount 0.00%	\$0.00
			Gross Total	\$6,109.17
Adjustments		Amount		
Total Customer Responsibility				\$0.00
			Net Estimate Total	\$6,109.17

Tax to be removed

Disclaimer: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Estimate Event Log

Job Created	11/18/2024 12:22 PM
Estimate Started	11/18/2024 12:34 PM
Estimate Printed	11/18/2024 01:11 PM
Estimate Committed	Estimate Not Committed
Estimate Retrieval ID	1003786599