

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 \$4,454.07, subject to an audit of actual invoices. On October 30, 2024, Vehicle #106144 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 # 3932
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 #106144 on October 30, 2024
Department of Administrative Services
Claim dated November 13, 2024
AOS Claim ID: 3932

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 \$4,454.07, 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 13, 2024

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

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

Table with 2 columns: Field Name, Value. Rows include Vehicle / Event (#106144 / Animal), Event Date (October 30, 2024), Summary (Vehicle 106144 - struck a deer (293497)), Amount Requested (\$4,454.07 - Estimate), and 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,

Handwritten signature of Ryan Betts

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



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

RE: Accident Report

1 message

Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>

Fri, Nov 1, 2024 at 12:10 PM

To: "Risk, DAS" <das.risk@iowa.gov>, TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>

Notification of 29C.20 Damages Received – AOS Claim #3932

From: ryan.betts1@iowa.gov <ryan.betts1@iowa.gov> **On Behalf Of** Risk, DAS**Sent:** Friday, November 1, 2024 9:42 AM**To:** Tammy Hollingsworth <Tammy.Hollingsworth@AOS.IOWA.GOV>; TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>**Subject:** Fwd: Accident Report

CAUTION: This email originated from outside of AOS. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please accept this email as initial 24 hr notification for AON, vehicle 106144 struck a deer on 10/30/2024. 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 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

----- Forwarded message -----

From: **Teymer, Damian** <damian.teymer@iowa.gov>

Date: Thu, Oct 31, 2024 at 9:47 AM

Subject: Accident Report

To: DAS Risk <das.risk@iowa.gov>

I spoke to Ryan yesterday when I called in to report this deer collision. Attached is the DAS Accident Report and the Jones County SO report. I have an estimate scheduled for tomorrow Friday November 1st at 1pm. I will get that to you or have them email you directly. I took a few pics and will send them after this one. Let me know if you have any questions.

--

Damian Teymer

Probation/Parole Officer III

High Risk Unit

6th District

Iowa Department of Corrections

500 West Main Street

Anamosa, IA 52204

319-480-5301

damian.teymer@iowa.gov

<https://doc.iowa.gov/find-facility/sixth-district>



Department of Corrections

This email message and its attachments may contain confidential information that is exempt from disclosure under Iowa Code chapters 22, 139A, and other applicable law. Confidential information is for the sole use of the intended recipient. If you believe that you have received this transmission in error, please reply to the sender, and then delete all copies of this message and any attachments. If you are not the intended recipient, you are hereby notified that any review, use, retention, dissemination, distribution, or copying of this message may be prohibited by law.

[Auditor.Iowa.Gov](https://auditor.iowa.gov)



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@icwa.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
10/29/2024	8:15 PM	1
County	State	
Jones	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Damian Teymer		500 W. Main Street	
Driver's License No./State		City, State, Zip	
		Anamosa, IA 52205	
Date of Birth	Department	Work Phone	Home Phone
9-27-1978	D.O.C. 6th Dist.	319-480-5301	563-321-0726
License Plate No.	VIN	Year, Make, Model	
106144	1FAHP2MT2FG144136	2015, Ford Interceptor	
Estimate (\$) of Damage		Description of Damage	
		Hit Deer Damage to driver's side front fender and headlight	

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>1200 Block Buffalo Rd Anamosa, IA 52205</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	Damian Teymer
Driver's License No./State	S66XX3349
Vehicle Plate No.	106144
Vehicle year, make, model	2015, Ford, Interceptor
VIN	1FAHP2MT2FG144136

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:

e21ee2b9

105 N Krohn Place
SIOUX FALLS, SD 57103
Phone: (877) 237-3727, FAX:(605) 800-8591
qcs@qcsdirect.com

For:

QUALITY CLAIMS SOLUTIONS

DAS Fleet Services

Estimate of Record

Owner: STATE OF IOWA

Job Number:

Written By: Mike Mayer

Insured: STATE OF IOWA
Type of Loss: Collision
Point of Impact: 12 Front

Policy #: UNK
Date of Loss: 11/5/2024 12:00 PM

Claim #: APDSOI0293497-001
Days to Repair: 0

Owner:
STATE OF IOWA
MARION, IA 52302

Inspection Location:
QUALITY AUTO REBUILDERS, INC.
2201 7TH AVE
MARION, IA 52302
Other
(319) 377-6326 Evening

Repair Facility:

VEHICLE

2015 FORD Police Interceptor AWD (Fleet) 4D SED 6-3.5L Turbocharged Gasoline Gasoline Direct Injection BLACK

VIN: 1FAHP2MT2FG144136
License: 106144
State: IA

Production Date:
Odometer: 70,264
Condition:

Interior Color:
Exterior Color: BLACK

TRANSMISSION

Automatic Transmission
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Power Driver Seat
Power Adjustable Pedals

DECOR

Dual Mirrors

Tinted Glass
Overhead Console

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Message Center
Steering Wheel Touch Controls
Telescopic Wheel

RADIO

AM Radio
FM Radio
Stereo
Search/Seek
CD Player

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

SEATS

Cloth Seats
Bucket Seats
Reclining/Lounge Seats

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

OTHER

Traction Control
Stability Control

Estimate of Record

Owner: STATE OF IOWA

Job Number:

2015 FORD Police Interceptor AWD (Fleet) 4D SED 6-3.5L Turbocharged Gasoline Gasoline Direct Injection BLACK

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER					
2		O/H front bumper				2.6	
3	<>	Repl Bumper cover	EG1Z17D957DPTM	1	619.56	Incl.	3.4
4		Add for Clear Coat					1.4
5		Repl LT Side support	AG1Z17C947B	1	10.08	0.2	
6	#	R&I Bull Guard				1.5	
7		FRONT LAMPS					
8		Repl LT Headlamp assy to 02/03/2014	DG1Z13008W	1	881.80	0.5	
9		Aim headlamps				0.5	
10		HOOD					
11	*	Rpr Hood				<u>3.0</u>	3.0
12		Overlap Major Non-Adj. Panel					-0.2
13		Add for Clear Coat					0.6
14	#	Refn Basecoat Reduction					-0.3
15		FENDER					
16		Repl LT Fender	DG1Z16006B	1	558.03	1.8	2.0
17		Overlap Major Adj. Panel					-0.4
18		Add for Clear Coat					0.3
19		Add for Edging					0.5
20	*	R&I LT Nameplate w/o flasher lamp				<u>0.2</u>	
21		VEHICLE DIAGNOSTICS					
22	*	Subl Pre-repair scan		1	<u>119.95</u> m		
23	*	Rpr Pre-repair scan				m	<u>0.5</u> M
24	*	Subl Post-repair scan		1	<u>50.00</u> m		
25	*	Rpr Post-repair scan				m	<u>0.5</u> M
26		MISCELLANEOUS OPERATIONS					
27	*	Repl Cover car/bag		1	<u>5.00</u>	0.2	
28	#	Hazardous Waste		1	3.00		
29	#	Denib & Polish		1		0.5	
30	#	Corrosion Protection		1	5.00	0.1	
SUBTOTALS					2,252.42	12.1	10.3

Estimate of Record

Owner: STATE OF IOWA

Job Number:

2015 FORD Police Interceptor AWD (Fleet) 4D SED 6-3.5L Turbocharged Gasoline Gasoline Direct Injection BLACK

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,252.42
Parts Discount	\$ 2,074.47	-10.0 %	-207.45
Body Labor	11.1 hrs @	\$ 80.00 /hr	888.00
Paint Labor	10.3 hrs @	\$ 137.00 /hr	1,411.10
Mechanical Labor	1.0 hrs @	\$ 110.00 /hr	110.00
Subtotal			4,454.07
Total Cost of Repairs			4,454.07
Deductible			0.00
Total Adjustments			0.00
Net Cost of Repairs			4,454.07

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.

Owner: STATE OF IOWA

Job Number:

2015 FORD Police Interceptor AWD (Fleet) 4D SED 6-3.5L Turbocharged Gasoline Gasoline Direct Injection BLACK

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 DR2JN10, CCC Data Date 11/01/2024, 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. Bld=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 Services 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.