



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

August 19, 2024

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

The Executive Council, in a meeting held on this date, approved payment of the following cost item:

Department of Administrative Services\$2,198.25
On April 26, 2024, Vehicle #36 was damaged by hail. Request was to cover repair costs.

This represents full and final payment.

EXECUTIVE COUNCIL OF IOWA

Victoria Newton
Acting 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 # 3733
TOS Job # 2607



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

August 5, 2024

Kristi Onstot
Executive Council
L O C A L

Subject: Hail Damage to Vehicle #36 on April 26, 2024
Department of Administrative Services
Claim dated April 29, 2024
AOS Claim ID: 3733

In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to the loss and have found the items to be in order as shown below:

Documented request			<u>\$ 2,198.25</u>
Executive Council Allocation			\$ 2,198.25
Less:			
Previous payments	\$	0.00	
This payment		<u>2,198.25</u>	
Total			<u>\$ 2,198.25</u>
Remaining Executive Council allocation			<u>\$ 0.00</u>

We recommend reimbursement be made in the amount of \$2,198.25. This represents full and final payment of the loss.

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



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

Date: July 5, 2024

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

From: Karl Bubser, Fleet Administrator
DAS Fleet Services
Department of Administrative Services


Re: **REIMBURSEMENT REQUEST - 29C20 Claim**

AOS Claim #	3733
Vehicle / Event	#36/Weather
Event Date	April 29, 2024
Summary	Vehicle 36 sustained hail damage. (279646)
Amount Requested	\$2,198.25 - 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,


Karl Bubser, Fleet Administrator
DAS Fleet Services
karl.bubser@iowa.gov
515-281-3162

Warrants

[Edit](#)[Cancel](#)

* Required fields

Warrant Information

Fiscal Year	Amount	Warrant Number
2024	\$2,198.25	73112849
Vendor Customer	Line Number	Last Updated
00003088463	1	06/26/2024 07:51 PM

Issue Information

Issued	Void	Transaction ID
06/19/2024 12:00 AM	No	RISK00524142004
Duplicate	Transaction Line Number	Stop
No	1	No
Line Amount	Comments	
\$2,198.25		

Redeemed Information

Redeemed	Batch Number	Redeemed Bank
06/26/2024 12:00 AM	0000	0000
Sequence Number	Redeemed Fund	Redeemed Department
02512	0665	005

COA

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

[▶ Show More](#)



1019 Hwy 30 West P.O. Box 396 Carroll, IA 51401
 Phone: (712) 792-9234 Fax (712) 792-4434
 Toll Free: 1-800-792-9234
 service@wittrockmotors.com
 www.wittrockmotors.com

SO# 254897

**SERVICE ORDER
 CUSTOMER COPY**



Printed 05/16/2024 1:15:24 PM

User 535 Page 1

Customer No 33659
 STATE OF IOWA
 30 N.E. 48TH PLACE
 DES MOINES, IA 50313
 Home (515) 281-3391 Bus
 Cell Today
 Email motorpool@iowa.gov
 Term Cash

Advisor JOEL PIETIG Promised 05/08/2024 5:30 PM Tag#
 Shop BS Opened 05/08/2024 10:57 AM Location
 Priority 10 Cashiered PO #

License	Odom In	Odom Out	In Service Date	Stock No
	88014	88016		
Year	Make	Model	Model Number	Color
2020	DODGE	CHARGER (5.7L)		
Vehicle ID No	Selling Dealer	Extended Warranty	Delivery Date	
2C3CDXKT2LH127502				
Engine				

Request	Description	Job	CSR	Status
BODY	PDR=HAIL	1	535	Original
Labor	Description	Type	Amount	
BODY	PDR=HAIL	CPBS	0.00	
Sublet	Description	Type	CSR	Amount
	DENTBUSTERS=HAIL	CBSUB	535	2,198.25
Fill Rate	65.00	Sublet Total		2,198.25
Technician	535 - JOEL PIETIG	Request Sub-total		2,198.25

Labor	0.00
Parts	0.00
SALES TAX ON DEDUCTIBLE	0.00
Supplies	0.00
Sublet / Tow	2,198.25
Sub-Total	2,198.25
Tax	0.00
Total Invoice	2,198.25

Final Invoice

Claim # APDSO10279646-001

279646

Lic 36

Hail

TERMS: STRICTLY CASH UNLESS ARRANGEMENTS ARE MADE. "I hereby authorize the repair work hereinafter to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in the vehicle in case of fire, theft, or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I hereby grant you or your employees permission to operate the vehicle herein described on streets, highways, or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto."

DISCLAIMER OF WARRANTIES. Any warranties on the products sold hereby are those made by the manufacturer. The seller hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. Any limitation contained herein does not apply where prohibited by law.

NO RETURN ON ELECTRICAL OR SAFETY ITEMS OR SPECIAL ORDERS.

X _____
 CUSTOMER SIGNATURE



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

Date: April 29, 2024

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

From: Karl Bubser, Fleet Administrator
DAS Fleet Services
Department of Administrative Services

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

Vehicle / Event	#36/Hail
Event Date	April 29, 2024
Summary	Vehicle 36 sustained hail damage. (279646)
Amount Requested	\$2,198.25 - 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,

Karl Bubser, Fleet Administrator
DAS Fleet Services
Karl.Bubser@iowa.gov
515-281-3162



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

29C20

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

Mon, Apr 29, 2024 at 10:56 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 36 sustained hail damage on 4/26/24. 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**

State Vehicle Damage Report

Attach this completed form to an email along with the items identified below and send to: *DPS – Vehicle Damage; DAS – Risk*

- One Repair Estimate from Approved State Bid Shop
- DOT MARS Report (if reportable)
- Memo from the Driver of the State Vehicle
- 3-4 photos of the vehicle damage

***Sworn Officers only: Complete a Line of Duty Form #432037 and send to DOT if 10-50 was reportable!!!

STATE VEHICLE: (Mark if Act of Nature) CASE #: 2024010550

Date: <small>(Month/Day/Year)</small>	4-26-24	Time: <small>(Time plus a.m./p.m.)</small>	08:00 p.m.
Vehicle Plate #:	36	Vehicle Mileage:	87,430
Vehicle Description: <small>(Yr/Make/Model/ & Vin#)</small>	2020 Dodge Charger 2C3CDXKT2LH127502		
Assigned To:	Sgt Cunningham	Badge #	36
Driven By:	Sgt Cunningham	Badge #	36
Driver's Lic #:	525XX5029	Damage:	\$2198.25
Vehicle Towed: <small>(Yes / No)</small>	No	Towed By:	
Towed To:		Towing Cost:	\$
Seat Belt: <small>(Yes / No)</small>	Yes	Type of Vehicle: <small>(Marked/Semi /Unmarked)</small>	Marked
Injured/Injuries:	None		
Occupants: <small>(Other than driver)</small>	None		

VEHICLE #2:

DL #:		State:	
Vehicle Lic. #		State:	
Driver's Name:			
Driver's Address:			
Owner's Name:			
Owner's Address:			
Owner's Phone:			

Insurance Info: (Carrier/Policy #/Phone)			
Veh Description: (Yr/Make/Model & Vin#)			
Damage:	\$	Seat Belt: (Yes / No)	No
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)			

OTHER INFORMATION:

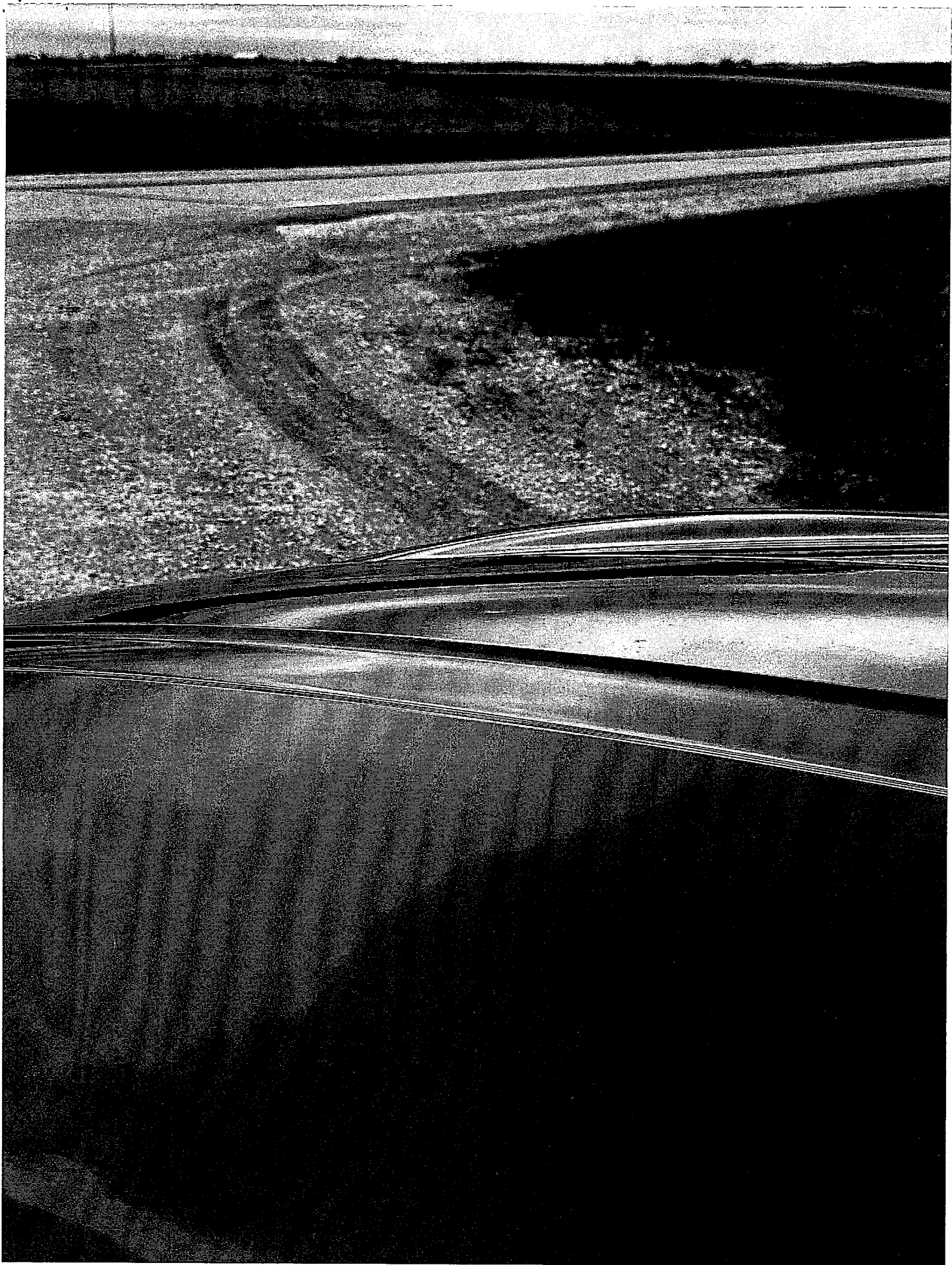
Witnesses:			
Accident Location: (Street/Hwy)		120 th St just west of Highway #71	
County:		Carroll	
Weather/Road Conditions:		Rain/Severe Storms	
Narrative: On April 26, 2024 at 8:00 PM Sgt Cunningham was traveling west of Hwy. 71 on 120 th St. storm spotting in Carroll County when he drove into some hail and received minor hail damage on his patrol car.			
Property Damage other than Vehicles:			
Cost:		\$	
Citations Issued To: (List Charge(s) and Statute Code(s))			

Investigating Officer:	LT Borelli #338
------------------------	-----------------

VEHICLE #3: (If needed) (For more vehicles, please make extra copies of this portion)

DL #:		State:	
Vehicle Lic. #		State:	
Driver's Name:			
Driver's Address:			
Owner's Name:			
Owner's Address:			

Owner's Phone:			
Insurance Info: (Carrier/Policy #/Phone)			
Veh Description: (Yr/Make/Model & Vin#)			
Damage:	\$	Seat Belt: (Yes / No)	Yes
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)	Yes		





WITTRUCK MOTOR COMPANY

BODYSHOP@WITTRUCKMOTORS.COM
1019 Hwy 30 West, PO Box 396, Carroll, IA 51401
Phone: (712) 792-9234
FAX: (712) 792-4434

Workfile ID: de3e167e
PartsShare: 7VsPxP
Federal ID: 42-1431870
State ID: 1-14-007142

Preliminary Estimate

Customer: STATE OF IOWA

Job Number:

Written By: TECH1

Insured: STATE OF IOWA
Type of Loss:
Point of Impact: 27 Hail

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:
STATE OF IOWA

Inspection Location:
WITTRUCK MOTOR COMPANY
1019 Hwy 30 West
PO Box 396
Carroll, IA 51401
Repair Facility
(712) 792-9234 Business

Insurance Company:

VEHICLE

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

VIN: 2C3CDXKT2LH127502
License: 36
State: IA

Interior Color:
Exterior Color:
Production Date: 1/2020

Mileage In: 88,014
Mileage Out:
Condition: Good

Vehicle Out:
Job #:

TRANSMISSION

Automatic Transmission
4 Wheel Drive

POWER

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

DECOR

Dual Mirrors
Tinted Glass
Overhead Console

CONVENIENCE

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

Climate Control

Backup Camera
Parking Sensors

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

Styled Steel Wheels

PAINT

Clear Coat Paint

OTHER

Traction Control

Stability Control

California Emissions

Get live updates at www.carwise.com/e/4M63gD

Preliminary Estimate

Customer: STATE OF IOWA

Job Number:

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		HOOD					
2	R&I	R&I hood assy				0.6	
3	*	PDR Hood (ALU) +25% Note: PDR 21 quarter		1	<u>281.25</u> X		
4		FENDER					
5	*	PDR LT Fender w/o wide body Note: PDR 1 quarter		1	<u>100.00</u> X		
6	R&I	LT Fender liner 3.6, 5.7 liter				0.3	
7	*	PDR RT Fender w/o wide body Note: PDR 2 quarter		1	<u>100.00</u> X		
8	R&I	RT Fender liner 3.6, 5.7 liter				0.3	
9		ROOF					
10	*	PDR Roof panel w/o sunroof Note: PDR 40 quarter		1	<u>475.00</u> X		
11	R&I	R&I headliner				3.4	
12		PILLARS, ROCKER & FLOOR					
13	*	PDR LT Aperture panel w/o wide body +25% Note: PDR 2 quarter		1	<u>125.00</u> X		
14		REAR DOOR					
15	*	PDR LT Door shell w/o wide body (HSS) Note: PDR 6 quarter		1	<u>150.00</u> X		
16	R&I	LT R&I trim panel				0.5	
17		QUARTER PANEL					
18	*	PDR LT Closure panel Note: PDR 8 quarter		1	<u>150.00</u> X		
19	*	PDR RT Closure panel Note: PDR 10 quarter		1	<u>150.00</u> X		
20		TRUNK LID					
21	*	PDR Trunk lid w/police w/camera Note: PDR 30 quarter		1	<u>225.00</u> X		
22	R&I	Trunk lid trim				0.3	
23	R&I	R&I trunk lid				0.8	
24		REAR LAMPS					
25	R&I	RT Tail lamp assy				0.3	
26	R&I	LT Tail lamp assy				0.3	
SUBTOTALS					1,756.25	6.8	0.0

Preliminary Estimate

Customer: STATE OF IOWA

Job Number:

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			0.00
Body Labor	6.8 hrs @	\$ 65.00 /hr	442.00
PDR			1,756.25
Subtotal			2,198.25
Grand Total			2,198.25

Preliminary Estimate

Customer: STATE OF IOWA

Job Number:

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

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 DR3PB11, CCC Data Date 04/16/2024, 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. 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. 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.