

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 12<sup>th</sup> 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 \$6,595.60, subject to an audit of actual invoices. On June 25, 2024, Vehicle #466 was damaged by hail. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

*Victoria Newton*

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 # 3850  
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

August 5, 2024

Kristi Onstot  
Executive Council  
L O C A L

Subject: Hail Damage to Vehicle #466 on June 25, 2024  
Department of Administrative Services  
Claim dated June 27, 2024  
AOS Claim ID: 3850

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 \$6,595.60, 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



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

Date: June 27, 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	#466/Weather
Event Date	July 25, 2024
Summary	Vehicle 466 sustained hail damage. (283897)
Amount Requested	\$6,595.60 - 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,

A handwritten signature in black ink, appearing to read "Karl Bubser".

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

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**29C20****Risk, DAS** <das.risk@iowa.gov>

Thu, Jun 27, 2024 at 10:19 AM

Draft To: TOS ExecutiveCouncil &lt;executivecouncil@tos.iowa.gov&gt;, Tammy Hollingsworth &lt;Tammy.Hollingsworth@aos.iowa.gov&gt;

Please accept this email as initial 24 hr notification for AON, vehicle 466 sustained hail damage on 6/25/24. 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 13<sup>th</sup> St, Des Moines, IA 50319

515-281-3162 office

[das.risk@iowa.gov](mailto: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: [vehicledamage@dps.state.ia.us](mailto:vehicledamage@dps.state.ia.us) ; [das.risk@iowa.gov](mailto:das.risk@iowa.gov)

- 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 #: 2024015985**

Date: <small>(Month/Day/Year)</small>	06/25/2024	Time: <small>(Time plus a.m./p.m.)</small>	8:00 pm
Vehicle Plate #:	466	Vehicle Mileage:	108,713
Vehicle Description: <small>(Yr/Make/Model/ &amp; Vin#)</small>	2021 Dodge Charger 2C3CDXKG8MH535927		
Assigned To:	Trp. Ferguson	Badge #	466
Driven By:	Parked	Badge #	
Driver's Lic #:		Damage:	\$6595.60
Vehicle Towed: <small>(Yes / No)</small>	No	Towed By:	
Towed To:		Towing Cost:	\$
Seat Belt: <small>(Yes / No)</small>	N/A	Type of Vehicle: <small>(Marked/Semi /Unmarked)</small>	Marked
Injured/Injuries:	N/A		
Occupants: <small>(Other than driver)</small>	0		

### 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)	
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)			

**OTHER INFORMATION:**

Witnesses:			
Accident Location: (Street/Hwy)	2201 7 <sup>th</sup> Street Harlan		
County:	Shelby		
Weather/Road Conditions:	Rain & Hail		
<b>Trooper Ferguson's patrol car was parked at his residence in Harlan when a severe storm caused hail damage to his patrol car.</b>			
Property Damage other than Vehicles:	None		
Cost:	\$		
Citations Issued To: (List Charge(s) and Statute Code(s))			

Investigating Officer:	Sgt Mike Cunningham #36
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**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)	
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)			



# MEMORANDUM

TO: Post 4 Supervision

FROM: Trooper Ferguson #466

DATE: 6/25/2024

TIME: 20:00

MILEAGE: 108,713

VIN: 2C3CDXKG8MH535927

SUBJECT: Vehicle hail damage (hood, roof, trunk, and sides)

Respectful Supervision,

On Tuesday June 25<sup>th</sup>, 2024, at approximately 20:00, a severe thunderstorm struck Harlan where I reside. This storm brought a large amount of hail. Upon inspection of my patrol car, I noticed several dozen significant dents in the hood, roof, top of trunk, and some of the top of doors.

Respectfully,

Trooper Ferguson #466





**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: 33c112bb  
PartsShare: 82dHn5  
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**

2021 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI GRAY

VIN: 2C3CDXK8MH535927 Interior Color: Mileage In: 108,784 Vehicle Out:  
License: 466 Exterior Color: GRAY Mileage Out:  
State: IA Production Date: 1/2021 Condition: Good 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

**RADIO**

Climate Control  
Backup Camera  
Parking Sensors

**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/4PFB3D](http://www.carwise.com/e/4PFB3D)

**Preliminary Estimate**

**Customer: STATE OF IOWA**

**Job Number:**

2021 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI GRAY

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		<b>INFORMATION LABELS</b>					
2	Repl	Emission label 3.6 liter all	68495570AA	1	5.35	0.2	
3		<b>HOOD</b>					
4	**	Repl A/M CAPA Hood (ALU)	68265445AB	1	1,085.00	1.5	3.0
5		Add for Clear Coat					1.2
6		Add for Underside(Complete)					1.5
7		Add for Clear Coat					0.3
8	#	Repl Seam sealer/caulking		1	35.00 T	0.5	
9		<b>FENDER</b>					
10	*	PDR RT Fender w/o wide body		1	<u>125.00</u> X		
		Note: PDR 2 half					
11	*	PDR LT Fender w/o wide body		1	<u>125.00</u> X		
		Note: PDR 4 half					
12		R&I RT Fender liner 3.6, 5.7 liter				0.3	
13		R&I LT Fender liner 3.6, 5.7 liter				0.3	
14		<b>ROOF</b>					
15	*	PDR Roof panel w/o sunroof		1	<u>1,025.00</u> X		
		Note: PDR 10 dime, 40 quarter, 20 half					
16		R&I R&I headliner				3.4	
17		<b>PILLARS, ROCKER &amp; FLOOR</b>					
18	*	PDR LT Aperture panel w/o wide body		1	<u>562.50</u> X		
		+25%					
		Note: PDR 10 nickel, 10 quarter, 10 half					
19	*	PDR RT Aperture panel w/o wide body		1	<u>343.75</u> X		
		+25%					
		Note: PDR 5 quarter, 10 half					
20		<b>FRONT DOOR</b>					
21	*	PDR LT Door shell (HSS)		1	<u>325.00</u> X		
		Note: PDR 10 quarter, 10 half					
22		Repl LT Frame molding	57010505AM	1	149.00	0.3	
23		R&I LT Applique				0.2	
24		R&I LT Power mirror w/o heat, w/o memory, w/o blind spot pnt to match				0.5	
25	*	R&I LT Run channel				<u>0.3</u>	
26		R&I LT Frame trim standard audio				0.3	
27		R&I LT R&I trim panel				0.5	
28		R&I LT Belt w/strip				0.3	
29		<b>REAR DOOR</b>					
30	*	PDR LT Door shell w/o wide body (HSS)		1	<u>325.00</u> X		
		Note: PDR 10 quarter, 10 half					
31		R&I LT Belt w/strip				0.3	

**Preliminary Estimate**

**Customer: STATE OF IOWA**

**Job Number:**

2021 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI GRAY

32	R&I	LT Applique				0.2
33	Repl	LT Frame molding	57010507AN	1	183.00	0.3
34	R&I	LT Run channel				0.4
35	R&I	LT R&I trim panel				0.5
36	R&I	LT Mount plate				0.6
<b>37 QUARTER PANEL</b>						
38	*	PDR	LT Quarter panel w/o wide body	1	440.00	X
			Note: PDR 5 dime, 20 nickel, 10 half			
<b>39 TRUNK LID</b>						
40	*	PDR	Trunk lid all	1	300.00	X
			Note: PDR 10 quarter, 5 half			
41	R&I	Trunk lid trim				0.3
<b>42 REAR LAMPS</b>						
43	R&I	LT Tail lamp assy				0.3
44	#	Subl	Hazardous waste removal	1	4.00	T
45	#		Color tint / color match	1		1.0
46	#	Rpr	Color sand and buff			1.0
<b>SUBTOTALS</b>					<b>5,032.60</b>	<b>12.5</b>
						<b>7.0</b>

**ESTIMATE TOTALS**

Category	Basis	Rate	Cost \$
Parts			1,422.35
Body Labor	12.5 hrs @	\$ 64.00 /hr	800.00
Paint Labor	7.0 hrs @	\$ 64.00 /hr	448.00
Paint Supplies	7.0 hrs @	\$ 45.00 /hr	315.00
Miscellaneous			39.00
PDR			3,571.25
Subtotal			6,595.60
<b>Grand Total</b>			<b>6,595.60</b>

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.

## Preliminary Estimate

**Customer: STATE OF IOWA**

**Job Number:**

2021 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI GRAY

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 06/17/2024, 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/Vehide 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.

Preliminary Estimate

Customer: STATE OF IOWA

Job Number:

2021 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI GRAY

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
4	Keystone, Inc 810 SE CORPORATE WOODS DR, SUITE 120 ANKENY IA 50021 (515) 727-7857	#CH1230305PP A/M CAPA Hood (ALU)  Quote: 2559687175 Expires: 08/10/24	\$ 1,085.00