

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 today's date, approved Department of Administrative Services request for an emergency allocation in the amount of \$3,391.40, subject to an audit of actual invoices. On July 13, 2024, Vehicle #725 was damaged by a deer. 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 # 3880
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: Deer Damage to Vehicle #725 on July 13, 2024
Department of Administrative Services
Claim dated July 16, 2024
AOS Claim ID: 3880

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 \$3,628.80; however, the estimate from the vendor includes sales tax \$237.40. This amount will be deducted from the Department's request. Therefore, we recommend an Executive Council allocation in the amount of \$3,391.40, 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: July 16, 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	#725/Animal
Event Date	July 13, 2024
Summary	Vehicle 725 struck a deer. (285168)
Amount Requested	\$3,628.80 - 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



29C20

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

Mon, Jul 15, 2024 at 11:48 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 2204 struck a deer on 7/13/24. 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

MEMORANDUM

DATE: 7/15/2024
TO: Lt. Guill. SAC Humphrey. SFM Wood
FROM: SA Curt Seddon
SUBJECT: Vehicle #725 damage. Deer collision

On 7/13/2023 at 5:15 a.m. Special Agent Seddon was driving his issued Ram 2500 vehicle northbound on Highway 14 south of Dubuque Drive in Marion County when a deer entered the roadway from the east ditch. The deer impacted the front of the vehicle on the passenger side of the front bumper/grill area and the passenger side corner of the front bumper. Special Agent Seddon contacted his direct supervisor, SAC Ron Humphrey and notified him of the accident. Special Agent Seddon contacted Des Moines State Radio and requested a State Trooper to respond. Des Moines State Radio advised that a State Trooper was not available and contacted the Marion County Sheriff's Office. Marion County Sheriff's Office Lt. Justin Kingrey responded and completed an accident report. The Form Number of the accident report is 24-17404. Special Agent Seddon was operating his state issued vehicle on duty enroute to an assignment at the Iowa Speedway.

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 ; 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 #: 24-017404

Date: <small>(Month/Day/Year)</small>	7/13/2024	Time: <small>(Time plus a.m./p.m.)</small>	5:15 a.m.
Vehicle Plate #:	LBX582	Vehicle Mileage:	46668
Vehicle Description: <small>(Yr/Make/Model/ & Vin#)</small>	2022 Ram 2500 Tradesman VIN: 3C6UR5CJ3NG232353		
Assigned To:	SA Curt Seddon	Badge #	725
Driven By:	SA Curt Seddon	Badge #	725
Driver's Lic #:	842ZZ0585	Damage:	\$
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>	Unmarked
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)	
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)			

OTHER INFORMATION:

Witnesses:			
Accident Location: (Street/Hwy)	Highway 14 south of Dubuque Drive.		
County:	Marion		
Weather/Road Conditions:	Normal. Light condition: dark.		
<p>On 7/13/2023 at 5:15 a.m. Special Agent Seddon was driving his issued Ram 2500 vehicle northbound on Highway 14 south of Dubuque Drive in Marion County when a deer entered the roadway from the east ditch. The deer impacted the front of the vehicle on the passenger side of the front bumper/grill area and the passenger side corner of the front bumper. Special Agent Seddon contacted his direct supervisor, SAC Ron Humphrey and notified him of the accident. Special Agent Seddon contacted Des Moines State Radio and requested a State Trooper to respond. Des Moines State Radio advised that a State Trooper was not available and contacted the Marion County Sheriff's Office. Marion County Sheriff's Office Lt. Justin Kingrey responded and completed an accident report. The Form Number of the accident report is 24-17404. Special Agent Seddon was operating his state issued vehicle on duty enroute to an assignment at the Iowa Speedway.</p>			
Property Damage other than Vehicles:	None		
Cost:	\$		
Citations Issued To: (List Charge(s) and Statute Code(s))	None		

Investigating Officer:	MCSO Lt. Justin Kingrey
------------------------	-------------------------

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)		



Driver Information Exchange Report

MARION COUNTY SHERIFF'S OFFICE
6418282220

UNIT 001									
Driver's Name - Last SEDDON			First CURTIS		Middle RAY		Suffix	Age 51	Gender MALE
Address 1994 20TH PL				City LACONA		State IA	Zip 50139-0000	Home/Cell Phone Number	
CDL? NO	Driver's License Number 842ZZ0585		Class C	State IA	Endorsements	Restrictions	Insurance Co. Name		Insurance Co. Phone #
Owner Company Name						Insurance Policy #			
Owner's Name - Last			First		Middle		Suffix		
Address 109 SE 13TH ST				City DES MOINES		State IA	Zip 50319	Vehicle Configuration 02	
VIN No. 3C6UR5CJ3NG232353		Year 2022	Make RAM - RAM		Model 250	Style PK		Color WHI	
License Plate # LBX582		State IA	Year 2024	Most Damaged Area			Approximate Cost to Repair or Replace \$2,500.00		
County MARION - 63			Accident occurred within corporate limits of (city)						
Literal Description IA 14 N									
X-Coordinate 00491581					Y-Coordinate 04588384				
If accident occurred outside of city limits show general vicinity:			Direction of	Nearest City			Route (Cardinal) Travel Direction		
On Road, Street, or Highway:						At Intersection with: -			
Distance	Direction	and	Distance	Direction	of	Milepost Number	Or		
Definable intersection, bridge, or railroad crossing									
Officer LIEUTENANT JUSTIN KINGREY				Badge No. 63-5	Form Number 24-017404		Date of Accident 07/13/2024	Time of Accident 05:36 Hrs.	

INFORMATION FROM THE INVESTIGATING OFFICERS REPORT OF MOTOR VEHICLE ACCIDENT

Form Number: 24-017404	Scene Investigated: YES	At Intersection with:
Date of Acc: 07/13/24	Report to All Drivers:	Div HWay Trvl Dir:
Time of Acc: 05:36 Hrs.	Legal Intervention: NO	Distance 1:
Name of Agency: MARION COUNTY SHERIFF'S OFFICE	Private Property: NO	Direction 1:
Officer: LIEUTENANT JUSTIN KINGREY	County: MARION - 63	Distance 2:
Badge #: 63-5	Acc Loc City:	Direction 2:
Report Date: 07/13/2024	Acc Dir From City:	X-Coordinate: 00491581
Officer Notified: 05:36 Hrs.	Closest City:	Y-Coordinate: 04588384
Officer Arrived: 05:49 Hrs.	Miles From City:	Location Literal: IA 14 N
	Road, Street, HWay:	Description:
	Definable Location:	
	Milepost Number:	

Unit 001

Driver Name - Last: SEDDON	Bus Use:	Transported to:
First: CURTIS		
Middle: RAY	Drvr Distractions: 02 - NOT DISTRACTED	Transported by:
City: LACONA	Traffic Controls:	Special Veh Func:
State: IA	Point of Init Impact:	Emergency Status:
Zip: 50139-0000	Most Damaged Area:	Cont. Circum., Drvr: 88 - NO IMPROPER ACTION
Suffix:	Undrrid/Ovrid:	
Gender: Male	Rpr/Rpic Cost: \$2,500.00	Carrier Name:
Age: 51	Ext of Damage:	Carrier Address:
CDL: NO	First Event: 31 - COLLISION WITH ANIMAL	Carrier City:
License State: IA	Second Event:	Carrier State:
License Class: C	Third Event:	Carrier Zip:
License Endorsmnt:	Fourth Event:	Cargo Body Type: 01 - NOT APPLICABLE
License Restrictions:	Most Harmful Event: 31 - COLLISION WITH ANIMAL	Number of Axles:
Speed Limit:	Abg Switch Stat:	HazMat Involvement:
Seating Position:	Abg Deploy:	HazMat Placard:
Driver Condition:	Trapped:	Placard #:
Alcohol Test Given: NO	Ejection:	HazMat Released?:
Drug Test Given: 1 - NONE	Ejection Path:	Converter Dolly:
Total Occupants: 1	Occpnt Protect:	GVWR:
Vehicle Year: 2022	Source of Trans: 01 - NOT TRANSPORTED	Cit Chrg Code 1:
Vehicle Make: RAM - RAM	Died at Scene:	Citation Charge 1:
Vehicle Model: 250		Cit Chrg Code 2:
Vehicle Style: PK		Citation Charge 2:
Vehicle Color: WHITE - WHI		Citation Charge 3:
Vehicle Config: 02 - FOUR-TIRE TRUCK (PICK-UP)		Citation Charge 4:
Vehicle Defect:		
Vehicle Action:		
Tow: 1 - DRIVEN AWAY		
Tow #:		
Initial Trvl Dir:		
Vision Obscured:		

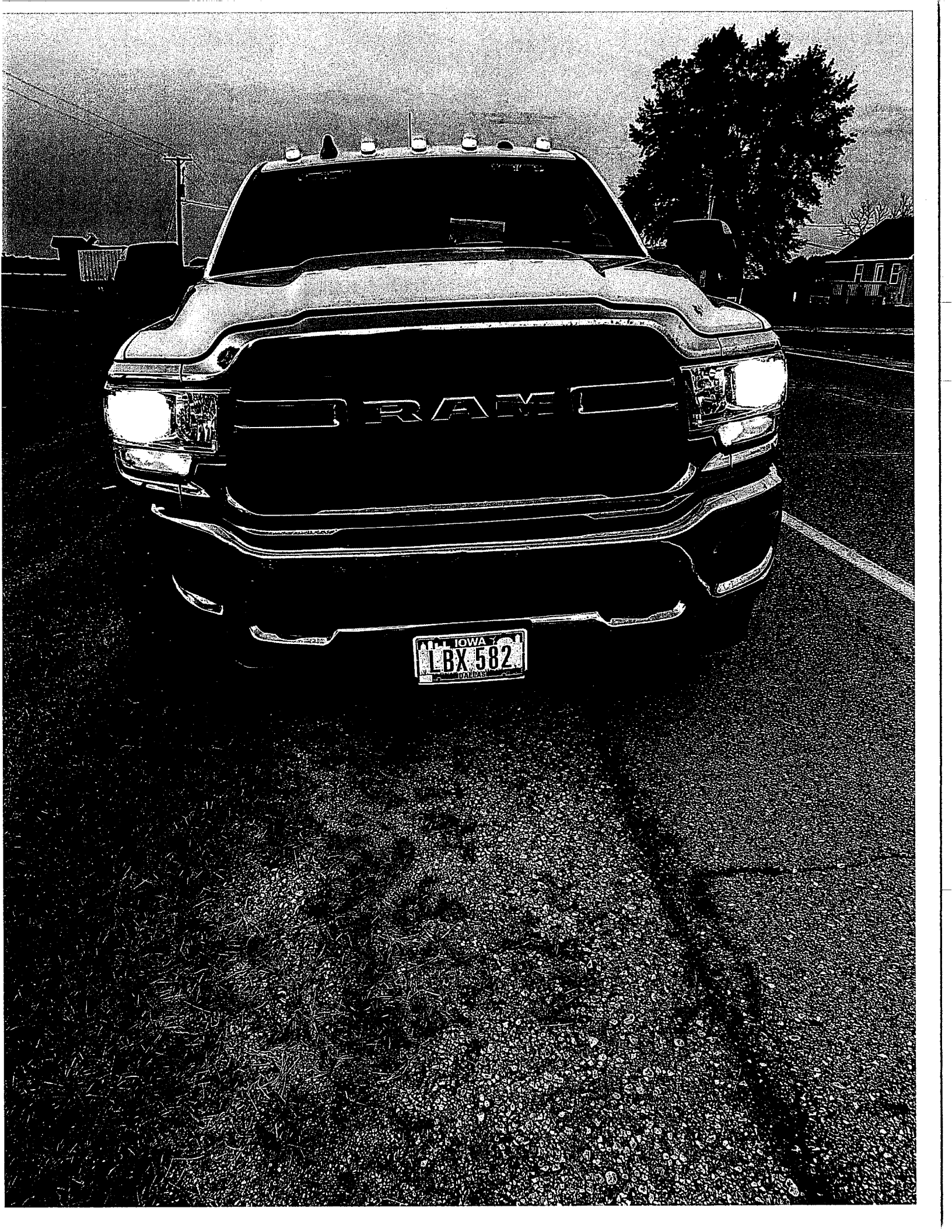
Accident Environment

First Harmful Event Loc:	Roadway Characteristics Environment:	06 - ANIMAL IN ROADWAY
Manner of Crash/Collision: 01 - NON-COLLISION (SINGLE VEHICLE)	Roadway:	
Light Conditions:	Type of Road Junc/Feat:	
Weather Conditions:	FRA No.:	
Surface Conditions:	Horizontal Alignment:	
Workzone Related:	Vertical Alignment:	
Activity:	First Harmful Evt of Crash: 31 - COLLISION WITH ANIMAL	
Location:		
Type:		
Workers Present:		

Narrative

car vs deer

Diagram



BOB BROWN CHEVROLET
3600 111TH ST, URBANDALE, IA 50322
Phone: (515) 278-7866
FAX: (515) 278-7808

Workfile ID: 1e91dd2f
PartsShare: 83BDvc
Federal ID: 42-0846759

Preliminary Estimate

Customer: IOWA DEPARTMENT PUBLIC SAFETY

Job Number:

Written By: Scott Matlage

Insured: IOWA DEPARTMENT
PUBLIC SAFETY

Policy #:

Claim #:

Type of Loss:

Date of Loss:

Days to Repair: 0

Point of Impact: 01 Right Front

Owner:

IOWA DEPARTMENT PUBLIC SAFETY
215 E 7TH ST
DES MOINES, IA 50319
(515) 250-1527 Cell

Inspection Location:

BOB BROWN CHEVROLET
3600 111TH ST
URBANDALE, IA 50322
Repair Facility
(515) 278-7866 Business

Insurance Company:

VEHICLE

2022 RAM 2500 Tradesman Crew Cab 4WD w/6'4" Box 4D SHORT 8-6.4L Gasoline Sequential MPI WHITE

VIN: 3C6UR5CJ3NG232353

Interior Color:

Mileage In: 46,970

Vehicle Out:

License: LBX582

Exterior Color: WHITE

Mileage Out:

State: IA

Production Date: 2/2022

Condition:

Job #:

TRANSMISSION

Automatic Transmission
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Heated Mirrors

DECOR

Dual Mirrors
Privacy Glass

Console/Storage

Overhead Console

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Message Center
Backup Camera

RADIO

AM Radio
FM Radio
Stereo

Search/Seek

Auxiliary Audio Connection

Satellite Radio

SAFETY

Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Traction Control
Stability Control
Front Side Impact Air Bags
Head/Curtain Air Bags
Communications System

Hands Free Device

SEATS

Reclining/Lounge Seats

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

OTHER

California Emissions

TRUCK

Rear Step Bumper
Trailer Hitch
Trailer Package

Preliminary Estimate

Customer: IOWA DEPARTMENT PUBLIC SAFETY

Job Number:

2022 RAM 2500 Tradesman Crew Cab 4WD w/6'4" Box 4D SHORT 8-6.4L Gasoline Sequential MPI WHITE

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER					
2		O/H bumper assy				4.0	
3	Repl	Bumper chrome	6QB391Z0AB	1	1,015.00	Incl.	
4	Repl	Bumper bracket	68449583AB	1	300.00	Incl.	
5	Repl	RT Bumper bracket plate	68568026AB	1	218.00		
6	Repl	Blank cover w/o fog lamp	68449247AA	1	25.40	Incl.	
7		FRONT LAMPS					
8	R&I	RT R&I headlamp assy				0.4	
9		FENDER					
10	Repl	RT Fender w/o flare (HSS)	68360830AB	1	528.00	2.0	2.6
11		Add for Clear Coat					1.0
12		Add for Edging					0.5
13	Repl	RT Fender liner	68361450AB	1	238.00	Incl.	
14	R&I	LT Fender liner				0.5	
15	#	Subl Hazardous Waste Disposal		1	4.00 T		
16	**	Repl A/M MASK FOR OVERSPRAY		1	5.00		
17	#	Refn Tint Paint					0.5
SUBTOTALS					2,333.40	6.9	4.6

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,329.40
Body Labor	6.9 hrs @	\$ 72.00 /hr	496.80
Paint Labor	4.6 hrs @	\$ 122.00 /hr	561.20
Miscellaneous			4.00
Subtotal			3,391.40
Sales Tax	\$ 3,391.40 @	7.0000 %	237.40
Grand Total			3,628.80

THIS ESTIMATE IS BASED ON A VISUAL INSPECTION AND DOES NOT INCLUDE ADDITIONAL PARTS OR LABOR THAT MAY BE REQUIRED TO COMPLETE REPAIRS. PART PRICES ARE SUBJECT TO INVOICE.

****WE OFFER A LIMITED LIFETIME WARRANTY FOR AS LONG AS THE CUSTOMER OWNS THE VEHICLE****

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: IOWA DEPARTMENT PUBLIC SAFETY

Job Number:

2022 RAM 2500 Tradesman Crew Cab 4WD w/6'4" Box 4D SHORT 8-6.4L Gasoline Sequential MPI WHITE

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 DR3TH19, CCC Data Date 07/01/2024, 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. 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.