

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
FAX: 515 281-7562

May 4, 2026

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 \$6,973.31, subject to an audit of actual invoices. On February 12, 2026, Vehicle # 1997 was damaged by a deer. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot

Kristi Onstot
Executive Secretary

cc: Kyle Wear, DAS Fleet Chief Financial Officer
Ryan Betts, Fleet Services Risk Program Manager
Matt Bender, Department of Management
Heather Hackbarth, Department of Management

AOS Claim # 4246
TOS Job # _____



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

State Capitol Building
Des Moines, Iowa 50319-0004

Telephone (515) 281-5834
www.auditor.iowa.gov

Rob Sand
Auditor of State

April 8, 2026

Kristi Onstot
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #1997 on February 12, 2026
Department of Administrative Services
Claim dated February 16, 2026
AOS Claim ID: 4246

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 \$6,973.31, 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: Kyle Wear, Fleet Services CFO, Department of Administrative Services
Ryan Betts, Fleet Services Risk Program Manager, Department of Administrative Services
Heather Hackbarth, Department of Management



Date: February 16, 2026

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

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

Vehicle / Event	#1997 / Deer
Event Date	February 12, 2026
Summary	Vehicle 1997 - struck a deer (Claim # TBD)
Amount Requested	\$6,973.31 TOTAL
Supporting Documentation	29C20 Email Notification, Accident Report, & Repair Estimate

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 Risk Program Manager
ryan.betts1@iowa.gov
515-281-8008



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

Deer Hit - Vehicle 1997 - 2/12/2026

1 message

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

Fri, Feb 13, 2026 at 8:18 AM

To: Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>, TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>

Please accept this email as the initial 24 hour notification for an AON claim. Vehicle 1997 struck a deer on 2/12/2026. I will forward all information as soon as it is received.

DAS Risk

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

510 E 12th St, Des Moines, IA 50319

515-281-8008 office

das.risk@iowa.gov<https://das.iowa.gov>**Department of
Administrative Services**

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.



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
2/12/2026	0659	1
County	State	
Greene	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Eric Challen		7105 NW 70th Ave	
Driver's License No./State		City, State, Zip	
784ZZ3319		Johnston, Iowa 50131	
Date of Birth	Department	Work Phone	Home Phone
06/03/1968	DPD	515-210-1025	515-210-1025
License Plate No.	VIN	Year, Make, Model	
1997	1FTEW1LP2SKD97978	2025 Ford F150	
Estimate (\$) of Damage		Description of Damage	
		Damage from Deer hitting front passenger side quarter-panel and both passenger side doors.	

Vehicle 2 (other vehicle) if more than two vehicles-use additional forms

Driver's Name		Street Address	
N/A			
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
N/A	
Injured Persons (attach additional sheets if necessary)	
Vehicle No. 1/ Name and Address	Describe Injuries
N/A	
Vehicle No. 2/ Name and Address	Describe Injuries
Witness	
Name	Address/Phone
N/A	
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>

Accident Information Exchange Sheet

Other Vehicle information

Driver's Name	N/A
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	Eric Challen
Driver's License No./State	784ZZ3319
Vehicle Plate No.	1997
Vehicle year, make, model	2025 Ford F150
VIN	1FTEW1LP2SKD97978

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







DON AND SONS BODY SHOP, INC

Expertise/Convenience/Reliability
1003 E. Lincoln Way, Ames, IA 50010
Phone: (515) 232-5602

Workfile ID: d2f0e52d
Federal ID: 42-1203162
State ID: 85-011900
Federal EPA: Not Needed
State EPA: Not Needed

Preliminary Estimate

Customer: CHALLEN, ERIC

Written By: Steven Youngs

Insured: CHALLEN, ERIC
Type of Loss:
Point of Impact:

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:
CHALLEN, ERIC
(515) 210-1025 Cell

Inspection Location:
DON AND SONS BODY SHOP, INC
1003 E. Lincoln Way
Ames, IA 50010
Repair Facility
(515) 232-5602 Business

Insurance Company:
DAS

VEHICLE

2025 FORD F-150 XL SuperCrew 4WD w/5.5' Box 4D SHORT 6-2.7L Turbocharged Gasoline Port/Direct Injection WHITE

VIN: 1FTEW1LP2SKD97978	Interior Color:	Mileage In: 20,816	Vehicle Out:
License: 1997	Exterior Color: WHITE	Mileage Out:	
State: IA	Production Date: 4/2025	Condition:	Job #:

TRANSMISSION

Automatic Transmission
4 Wheel Drive

POWER

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

DECOR

Dual Mirrors
Tinted Glass
Overhead Console

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Keyless Entry
Alarm
Message Center
Steering Wheel Touch Controls
Telescopic Wheel
Backup Camera
Parking Sensors
Remote Starter

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
Hands Free Device
Xenon or L.E.D. Headlamps

Blind Spot Detection
Lane Departure Warning

SEATS

Cloth Seats

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

OTHER

California Emissions

TRUCK

Rear Step Bumper
Trailer Hitch
Trailer Package

Get live updates at www.carwise.com/e/5hKkrH

Preliminary Estimate

Customer: CHALLEN, ERIC

2025 FORD F-150 XL SuperCrew 4WD w/5.5' Box 4D SHORT 6-2.7L Turbocharged Gasoline Port/Direct Injection WHITE

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1	#	Degrease vehicle of animal remains		1	10.00	0.5	
2	#	Repl Pre Repair Diagnostic Scan		1	85.00	0.5	M
3	#	Rpr Seat Belt Inspection .3 per belt				1.2	
4	#	Rpr Disconnect battery cable				0.3	
5	FRONT BUMPER						
6	Repl	Upper molding	RL3Z17D957ABPTM	1	430.07	0.5	1.4
7	R&I	R&I bumper assy				1.2	
8	Repl	RT Filler panel outer	RL3Z17626B	1	53.03	0.1	
		Note: LABOR: Time is after bumper assembly is removed. Time is included with overhaul.					
9	Repl	RT Outer cover	RL3Z17E810AB	1	88.78	0.1	
10	GRILLE						
11	R&I	R&I grille assy				Incl.	
12	FRONT LAMPS						
13	R&I	RT R&I headlamp assy				0.4	
		Note: PARTS: Part listed is for estimating purposes. Please contact local dealer for availability and pricing. LABOR: Time is after grille, upper molding and upper molding reinforcement are removed.					
14	FENDER						
15	*	Blnd RT Fender (ALU)					<u>1.7</u>
16	R&I	RT Fender liner all				0.5	
17	Repl	RT Nameplate "F-150 XL"	ML3Z16720A	1	229.97	0.2	
18	ELECTRICAL						
19	R&I	Antenna mast				0.1	
20	CAB						
21	R&I	RT Cowl grille w/o black appearance				0.5	
		Note: LABOR: Time includes R&R/R&I wiper arms.					
22	#	Repl RT Nerf Bar		1	393.74	1.0	
		Note: REAL TRUCK PART IONIC 5" STAINLESS pART #414309					
23	FRONT DOOR						
24	Repl	RT Door shell (ALU)	ML3Z1620124E	1	1,165.43	5.9	3.6
25		Add for Clear Coat					1.4
26		Add for power units				0.4	
27	REAR DOOR						
28	Repl	RT Door shell (ALU)	PL3Z1624630D	1	901.77	5.9	3.6
29		Overlap Major Adj. Panel					-0.4
30		Add for Clear Coat					0.6
31		Add for power units				0.4	
32	Repl	RT Front w'strip	ML3Z1625324D	1	68.25	Incl.	
33	PICK UP BOX						
34	Repl	RT Stone guard	ML3Z99292A22CA	1	20.47	0.2	
35	**	Repl A/M Cover Car For Paint		1	20.00	0.5	
36	#	Refn Spray Out Test Cards for Two Stage Color Match					1.0

Preliminary Estimate

Customer: CHALLEN, ERIC

2025 FORD F-150 XL SuperCrew 4WD w/5.5' Box 4D SHORT 6-2.7L Turbocharged Gasoline Port/Direct Injection WHITE

37	#	Repl	Nib & Buff	1	40.00	1.0	
38	**	Subl	A/M Hazardous Waste	1	10.00		
39	#		Test Drive- Standand	1	50.00		
			Note: Test for Wind noise. Doors replaced.				
40	#	Repl	Post Repair Diagnostic Scan	1		0.5	M
			Note: PENDING INVOICE				
41	#		Clean Car for Delivery	1	25.00	1.0	
SUBTOTALS					3,591.51	22.9	12.9

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			3,591.51
Body Labor	21.9 hrs @	\$ 74.00 /hr	1,620.60
Paint Labor	12.9 hrs @	\$ 128.00 /hr	1,651.20
Mechanical Labor	1.0 hrs @	\$ 110.00 /hr	110.00
Subtotal			6,973.31
Grand Total			6,973.31

This estimate is based on a visual inspection and does not include additional parts, labor, or any applicable OEM procedures that may be required to complete repairs. Part prices are current and may be subject to a parts price change, dependent upon ordering date.

TOTAL LOSS VEHICLES WILL BE ASSESSED STORAGE FEES. OUTSIDE STORAGE IS \$75/DAY AND INSIDE STORAGE IS \$100/DAY.

Total loss vehicles are also subject to a base administration fee of \$250.00.

Finance charges may apply to unpaid balances.

ALL CREDIT/DEBIT CARD TRANSACTIONS ARE SUBJECT TO A 4% CONVENIENCE FEE.

PARTIAL REPAIRS ARE USUALLY AN OPTION FOR OUR CUSTOMERS IF THEY CHOOSE. DON & SONS WILL NOT ALLOW PARTIAL REPAIRS IF WE DEEM THE VEHICLE TO BE UNSAFE TO DRIVE.

IN THE EVENT THAT THE CUSTOMER CHOOSES NOT TO DO A FULL REPAIR, BUT CHOOSES A PARTIAL REPAIR, DON & SONS WARRANTY IS VOID. PLEASE ASK IF YOU HAVE ANY CONCERNS REGARDING THIS POLICY.

THANK YOU FOR CHOOSING DON & SONS BODY SHOP FOR ALL OF YOUR COLLISION NEEDS! WE APPRECIATE YOUR BUSINESS.

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: CHALLEN, ERIC

2025 FORD F-150 XL SuperCrew 4WD w/5.5' Box 4D SHORT 6-2.7L Turbocharged Gasoline Port/Direct Injection 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 DR2MA21, CCC Data Date 02/09/2026, 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. 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 Solutions 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.