



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

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Rob Sand
Auditor of State

January 31, 2022

Victoria Newton
Executive Council
L O C A L

Subject: Hail Damage to Vehicle #2164 on July 9, 2021
Department of Administrative Services
Claim dated October 5, 2021
AOS Claim ID: 2178

The Department's request included a supplemental allocation request of \$155.00 because additional damages were identified. However, one of the vendor invoices included was for vehicle inspection costs of \$35.00, which is considered administrative costs since they are incurred regardless of whether or not a claim is allowed under Chapter 29C.20 of the Code of Iowa. We recommend Executive Council approval of the supplemental allocation, net of these costs, for a total of \$120.00. In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to this loss. We have found the items to be in order as shown below:

Documented request	\$	3,063.50
Excluded vehicle damage inspection costs		<u>(35.00)</u>
Revised request	\$	<u>3,028.50</u>
Executive Council Allocation (Revised)	\$	3,028.50
Less:		
Previous payments	\$	0.00
This payment		<u>3,028.50</u>
Total	\$	<u>3,028.50</u>
Remaining Executive Council allocation	\$	<u>0.00</u>

We recommend reimbursement be made in the amount of \$3,028.50. This represents full and final payment of the loss.

Sincerely,

Ernest H. Ruben, Jr., CPA
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services
Jacquie Holm-Smith, Fleet Services Manager, Department of Administrative Services