

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

January 6, 2025

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 \$2,809.54, subject to an audit of actual invoices. On October 16, 2024, Vehicle #99 was damaged by a raccoon. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot

Kristi Onstot
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 # 3923
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

November 26, 2024

Kristi Onstot
Executive Council
L O C A L

Subject: Raccoon Damage to Vehicle #99 on October 16, 2024
Department of Administrative Services
Claim dated October 25, 2024
AOS Claim ID: 3923

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 \$2,809.54, 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



KIM REYNOLDS, GOVERNOR

ADAM STEEN, DIRECTOR

Date: October 25, 2024

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

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

Table with 2 columns: Field Name, Value. Rows include Vehicle / Event (#99 / Animal), Event Date (October 16, 2024), Summary (Vehicle 99 - struck a raccoon. (292467)), Amount Requested (\$2,809.54 - Estimate), and Supporting Documentation (29C20 Email Notification, Accident Report, Repair Estimate(s)).

If you have any questions or are in need of additional information, please do not hesitate to contact me.

Thank you,

Handwritten signature of Ryan Betts

Ryan Betts
DAS Fleet Services
ryan.betts@iowa.gov
515-281-8008



#292467

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

Fwd: State Vehicle 99 Damage Report from Raccoon Strike on 10/16

1 message

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

Mon, Oct 21, 2024 at 12:23 PM

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

Please see the attached in reference to 29C20 filing for vehicle 99.

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**

----- Forwarded message -----

From: **McCormick Michael** <mccormic@dps.state.ia.us>

Date: Mon, Oct 21, 2024 at 10:13 AM

Subject: State Vehicle 99 Damage Report from Raccoon Strike on 10/16

To: vehicledamage <vehicledamage@dps.state.ia.us>, DAS.Risk (DAS.Risk@iowa.gov) <DAS.Risk@iowa.gov>

Cc: Obbink Greg <obbink@dps.state.ia.us>, Burns Frank <burns@dps.state.ia.us>, Nowak Paul <nowak@dps.state.ia.us>

Please see the attachments reference damage to State Vehicle 99 that sustained damage from a raccoon strike on 10/16.

Sergeant Michael McCormick *299*

Iowa State Patrol | District 11

Iowa Department of Public Safety

5400 16th Avenue SW | Cedar Rapids, Iowa 52404

Office: 319-396-1944






Fax: 319-396-4327

mccormic@dps.state.ia.us

[cid:image001.png@01DB23A1.AB8AAA0]

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5 attachments

-  **Vehicle 99 Damage Estimate Pt2.pdf**
4589K
-  **Vehicle 99 Damage Estimate.pdf**
75K
-  **Vehicle 99 MARS report.pdf**
339K
-  **Accident Memo 2.docx**
26K
-  **State Vehicle 99 Damage Report Form 10-16-24.doc**
95K

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 #: 2024026289

| | | | |
|--|---------------------------|--|------------|
| Date: <small>(Month/Day/Year)</small> | 10/16/24 | Time: <small>(Time plus a.m./p.m.)</small> | 9:54 p.m. |
| Vehicle Plate #: | 99 | Vehicle Mileage: | 107143 |
| Vehicle Description: <small>(Yr/Make/Model/ & Vin#)</small> | 2018 Dodge Charger Police | | |
| Assigned To: | Jesse Drahos | Badge # | 99 |
| Driven By: | Jesse Drahos | Badge # | 99 |
| Driver's Lic #: | 774-YY6402 | Damage: | \$2,809.00 |
| Vehicle Towed: <small>(Yes / No)</small> | No | Towed By: | N/A |
| 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) | P Avneue and 169th | | |
| County: | Iowa | | |
| Weather/Road Conditions: | Normal | | |
| Narrative: Unit 1 was southbound on P Avenue near 169 th Steet and struck a raccoon in the roadway. | | | |
| Property Damage other than Vehicles: | N/A | | |
| Cost: | \$ | | |
| Citations Issued To: (List Charge(s) and Statute Code(s)) | | | |

| | |
|------------------------|----------------|
| Investigating Officer: | Sgt. McCormick |
|------------------------|----------------|

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 | | |

Preliminary Estimate

Customer: IOWA STATE PATROL

Job Number:

Written By: Danielle Hansel

Insured: IOWA STATE PATROL
Type of Loss:
Point of Impact: 12 Front

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:
IOWA STATE PATROL
5400 16TH ST SW
CEDAR RAPIDS, IA 52404
(319) 396-1944 Business

Inspection Location:
Other

Insurance Company:

VEHICLE

2018 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI silver

VIN: 2C3CDXKT8JH330231
License: 99
State: IA

Interior Color:
Exterior Color: silver
Production Date: 7/2018

Mileage In: 107,182
Mileage Out:
Condition:

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

RADIO

AM Radio
FM Radio
Stereo
Search/Seek
Auxiliary Audio Connection

SAFETY

Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
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

Preliminary Estimate

Customer: IOWA STATE PATROL

Job Number:

2018 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI silver

| Line | Oper | Description | Part Number | Qty | Extended Price \$ | Labor | Paint |
|------------------|------|--|-------------|-----|-------------------|-------------|------------|
| 1 | | FRONT BUMPER & GRILLE | | | | | |
| 2 | | O/H front bumper | | | | 3.4 | |
| 3 | ** | Repl A/M CAPA Bumper cover | 68267765AC | 1 | 678.00 | Incl. | 3.4 |
| 4 | | Add for Clear Coat | | | | | 1.4 |
| 5 | ** | Repl A/M CAPA Lower grille w/o adaptive cruise | 68214782AB | 1 | 113.00 | Incl. | |
| 6 | # | R&I Brush Guard | | | | 4.0 | |
| 7 | | COOLING | | | | | |
| 8 | ** | Repl A/M Radiator | 2AMR3157AA | 1 | 172.69 m | 2.3 | |
| 9 | | AIR CONDITIONER & HEATER | | | | | |
| 10 | # | Repl Refridgerant R-134a | | 1 | 40.00 T | | |
| 11 | ** | Repl A/M Condenser assy | 68085784AA | 1 | 232.35 m | 1.5 M | |
| 12 | | AC Service evacuate & recharge | | | | m 1.4 M | |
| 13 | | AC Service refrigerant recovery | | | | m 0.4 M | |
| 14 | | Deduct for Overlap | | | | -1.0 M | |
| 15 | # | Subl Hazardous waste removal | | 1 | 4.00 T | | |
| 16 | ** | Repl A/M Coolant | | 1 | 40.00 T | | |
| SUBTOTALS | | | | | 1,280.04 | 12.0 | 4.8 |

ESTIMATE TOTALS

| Category | Basis | Rate | Cost \$ |
|----------------------|-----------|--------------|-----------------|
| Parts | | | 1,196.04 |
| Body Labor | 9.7 hrs @ | \$ 73.00 /hr | 708.10 |
| Paint Labor | 4.8 hrs @ | \$ 73.00 /hr | 350.40 |
| Mechanical Labor | 2.3 hrs @ | \$ 90.00 /hr | 207.00 |
| Paint Supplies | 4.8 hrs @ | \$ 55.00 /hr | 264.00 |
| Miscellaneous | | | 84.00 |
| Subtotal | | | 2,809.54 |
| Grand Total | | | 2,809.54 |
| Deductible | | | 0.00 |
| CUSTOMER PAY | | | 0.00 |
| INSURANCE PAY | | | 2,809.54 |

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.

Customer: IOWA STATE PATROL

Job Number:

2018 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI silver

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 10/09/2024, 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. 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 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: IOWA STATE PATROL

Job Number:

2018 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI silver

PARTS SUPPLIER LIST

| Line | Supplier | Description | Price |
|------|---|--|-----------|
| 3 | Keystone, Inc 2400 KERPER BLVD., SUITE E100A DUBUQUE IA 52001 (563) 556-5030 | #CH1000A24PP A/M CAPA Bumper cover Quote: 2701399707 Expires: 12/01/24 | \$ 678.00 |
| 5 | Keystone, Inc 2400 KERPER BLVD., SUITE E100A DUBUQUE IA 52001 (563) 556-5030 | #CH1036140C A/M CAPA Lower grille w/o adaptive cruise Quote: 2701401078 Expires: 12/01/24 | \$ 113.00 |
| 8 | Keystone, Inc 2400 KERPER BLVD., SUITE E100A DUBUQUE IA 52001 (563) 556-5030 | #RAD13157 A/M Radiator Quote: 2701425312 Expires: 12/01/24 | \$ 172.69 |
| 11 | Keystone, Inc 2400 KERPER BLVD., SUITE E100A DUBUQUE IA 52001 (563) 556-5030 | #CND3948 A/M Condenser assy Quote: 2701407935 Expires: 12/01/24 | \$ 232.35 |