

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

July 15, 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 \$3,452.65, subject to an audit of actual invoices. On February 26, 2024, Vehicle #2057 was damaged by a deer. 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 # 3702
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 Facsimile (515) 281-6518

April 12, 2024

Victoria Newton
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #2057 on February 26, 2024
Department of Administrative Services
Claim dated March 7, 2024
AOS Claim ID: 3702

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 \$3,452.65, 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: March 7, 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	#2057/Animal
Event Date	February 26, 2024
Summary	Vehicle 2057 struck a deer. (276455)
Amount Requested	\$3,452.65 - 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



A05# 3702

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

29C20

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

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

Mon, Feb 26, 2024 at 10:53 AM

Please accept this email as initial 24 hr notification for AON, vehicle 2057 struck a deer on 2/26/24. 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



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
2/26/24	8:45 AM	1
County	State	
Lucas	Iowa	

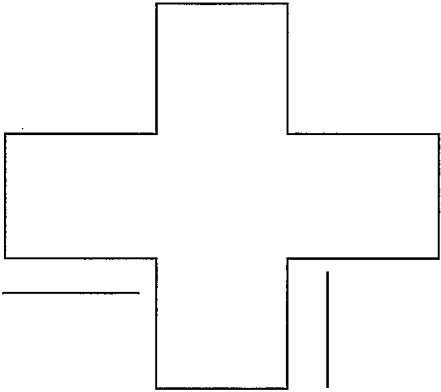
Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Greg Schmitt		28248 415th St	
Driver's License No./State		City, State, Zip	
199CC4865		Russell, IA 50238	
Date of Birth	Department	Work Phone	Home Phone
06/06/1972	Natural Resources	641-203-6185	319-572-2340
License Plate No.	VIN	Year, Make, Model	
2057	1GC2KUEY9JZ261942	2018, Chevrolet, Silverado	
Estimate (\$) of Damage		Description of Damage	
3,452.65		Deer hit drivers side of truck bed. 2 big dents on the box and taillights broken.	

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

Driver's Name		Street Address	
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
Injured Persons (attach additional sheets if necessary)	
Vehicle No. 1/ Name and Address	Describe Injuries
Vehicle No. 2/ Name and Address	Describe Injuries
Witness	
Name	Address/Phone
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>	
	<p>Southbound south of T intersection of 430th St. (east) and 280th Ave (north/south) about 175 yards. Deer emerged from the east side heading west. Deer ran into driver side of 2057. 2 big dents on the box of truck and broken tail light. 8:45 am.</p>

Accident Information Exchange Sheet

Other Vehicle information

Driver's Name	
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	
Driver's License No./State	
Vehicle Plate No.	
Vehicle year, make, model	
VIN	

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

SMITH BODY & FRAME

Mailing: 20521 510TH ST, Shop: 420 Albia RD,
CHARITON, IA 50049
Phone: (641) 774-5008

Workfile ID: e8f69e74
PartsShare: 7PqdGc
Federal ID: 84-3936979
State ID: 159004571

Preliminary Estimate

Customer: Dnr State Iowa

Job Number:

Written By: Bruce Smith

Insured: Dnr State Iowa Policy #: Claim #:
Type of Loss: Date of Loss: Days to Repair: 0
Point of Impact: 08 Left Qtr Post (Left Side)

Owner: Dnr State Iowa (641) 203-6185 Cell
Inspection Location: SMITH BODY & FRAME
Mailing: 20521 510TH ST
Shop: 420 Albia RD
CHARITON, IA 50049
Repair Facility
(641) 774-5008 Business
Insurance Company:

VEHICLE

2018 CHEV Silverado 2500 HD Work Truck Doublecab 158.1" WB 4WD 4D LONG 8-6.6L Turbocharged Diesel Direct Injection

VIN: 1GC2KUEY9JZ261942 Interior Color: Mileage In: Vehicle Out:
License: Exterior Color: Mileage Out:
State: IA Production Date: 2/2018 Condition: Job #:

TRANSMISSION

Automatic Transmission
Overdrive
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows

Power Locks

DECOR

Dual Mirrors

Tinted Glass

CONVENIENCE

Air Conditioning
Tilt Wheel
Cruise Control
Message Center
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)
4 Wheel Disc Brakes
Traction Control
Stability Control
Front Side Impact Air Bags
Head/Curtain Air Bags

Hands Free Device

Positraction

SEATS

Reclining/Lounge Seats

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

TRUCK

Rear Step Bumper

Preliminary Estimate

Customer: Dnr State Iowa

Job Number:

2018 CHEV Silverado 2500 HD Work Truck Doublecab 158.1" WB 4WD 4D LONG 8-6.6L Turbocharged Diesel Direct Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		PICK UP BOX					
2	Repl	LT Outer panel Chevrolet	23455439	1	931.05	12.5	3.9
3		Add for Clear Coat					1.6
4		Add for Inside					1.8
5	Repl	LT Wheelhouse Chevrolet	23201348	1	173.27	3.3	1.0
6	Repl	LT Decal "4X4" Chevrolet	84297543	1	46.33	0.3	
7		REAR LAMPS					
8	**	Repl A/M LT Tail lamp assy	84288722	1	260.00	Incl.	
9	#	Subl Hazardous waste removal		1	4.00 T		
10	#	r&r hitch		1		3.0	
11	#	Repl Cover Car		1	10.00 T	0.2	
12	#	Repl Corrosion protection primer		1	10.00 T	0.5	
SUBTOTALS					1,434.65	19.8	8.3

NOTES

Prior Damage Notes:
no prior damage

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			1,410.65
Body Labor	19.8 hrs @	\$ 60.00 /hr	1,188.00
Paint Labor	8.3 hrs @	\$ 60.00 /hr	498.00
Paint Supplies	8.3 hrs @	\$ 40.00 /hr	332.00
Miscellaneous			24.00
Subtotal			3,452.65
Grand Total			3,452.65
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			3,452.65

MyPriceLink Estimate ID / Quote ID:

1191440463362531328 / 134371967

Customer: Dnr State Iowa

Job Number:

2018 CHEV Silverado 2500 HD Work Truck Doublecab 158.1" WB 4WD 4D LONG 8-6.6L Turbocharged Diesel Direct Injection

State of Iowa Parts Disclosure

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 MANUFACTURE OF YOUR VEHICLE.

The limit of your coverage is the actual cash value of your auto or its damaged parts at the time of loss. Fair market value, age and condition of your damaged vehicle will be considered when determining the actual cash value of a loss. Certain parts lose value or depreciate because of age, condition, and/or wear and tear. Betterment is the increase in value of a vehicle or any of its parts as a result of replacing certain parts damaged in a loss. If the replacement of certain parts results in an increase in value to your vehicle or any of its parts, a deduction for betterment may be made to your loss payment to reflect the actual cash value you are owed under your policy.

CAPA=Certified Automotive Parts Association

NSF=NSF International Certified Part

AQRP = Assured Quality Replacement Parts

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Customer: Dnr State Iowa

Job Number:

2018 CHEV Silverado 2500 HD Work Truck Doublecab 158.1" WB 4WD 4D LONG 8-6.6L Turbocharged Diesel Direct Injection

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 DR1GH15, CCC Data Date 02/15/2024, 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.

Preliminary Estimate

Customer: Dnr State Iowa

Job Number:

2018 CHEV Silverado 2500 HD Work Truck Doublecab 158.1" WB 4WD 4D LONG 8-6.6L Turbocharged Diesel Direct Injection

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
8	Keystone, Inc 810 SE CORPORATE WOODS DR, SUITE 120 ANKENY IA 50021 (515) 727-7857	#GM2800293 A/M LT Tail lamp assy Quote: 2401665964 Expires: 04/11/24	\$ 260.00