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 \$5,217.03, subject to actual invoices. On December 29, 2023, Vehicle #642 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 # 3651 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 11, 2024

Victoria Newton Executive Council L O C A L

Subject: Deer Damage to Vehicle #642 on December 29, 2023 Department of Administrative Services Claim dated January 2, 2024 AOS Claim ID: 3651

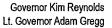
In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damage. It is our conclusion that the above damage incurred by the Department of Administrative Services is covered by Chapter 29C.20 of the Code of Iowa. Therefore, we recommend an Executive Council allocation in the amount of \$5,217.03 subject to an <u>audit</u> of actual invoices.

Sincerely,

Pri RAS

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



Adam Steen, Director



Date: January 2, 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	#642/Deer
Event Date	December 29, 2023
Summary	Vehicle 642 hit a deer. (272361)
Amount Requested	\$5,217.03 - 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

Hoover State Office Building | 1305 East Walnut Street | Des Moines, IA 50319 | (515) 281-5360 | http://das.iowa.gov

<u>Menu</u>

Fiscal Year Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓ 2024 86131879	<u> </u> 1	\$412.50	02/02/2024	02/07/2024	VS000002922
2024 86131879	2	\$1,250.00	02/02/2024	02/07/2024	VS000002922
2024 86131879	3	\$3,003.93	02/02/2024	02/07/2024	VS000002922
First Prev Next Last					
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Warrant Information					
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Warrant Number : 86131879	Vendor	Customer : 🔽	S000002922		
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✓Issue Information	in an		h. 1917		
Issued : 02/02/	2024	Voi	d : 🗌		
Document ID : RISK0	0524032003	Duplicat	e : 🗌		
Document Line Number : 1		Sto	p : 🗌		
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Redeemed Department : 005					
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		Sub BSA :			
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Activity : 2920	-	Task :			hase :
Sub Activity :		Task :		_ · Program Pe	L
Function :	Task O	L			
Sub Function :					

<u>Top</u>

All Makes Collision Center

524 23rd Ave Council Bluffs, IA 51501 Phone (712) 256-3195

Invoice

No: 2243

Scheduled In Date: 1/29/2024 Completed Date: 1/31/2024 Service Rep: Kortnie Getzschman Page 1 PO No:

Name		Ser	vice Item	1		Insurance Informati	on	
			:	npala 1LS 4 DR 5 Unit# 38K9114795 Col leage Out:		Claim No: 272361-001 Policy No: Date of Loss: Deductible: 0.0000		
Insuran	ce Company	lns	ured			Adjuster		
					:	1		
Ext:			Ext:					
Туре	Description	Qty	Each	Amount Sa	ales Tax%	Sales Tax	Total	
RL	Refinish Labor	12.2	100.00	1,220.00	7.00%	0.00	1,220.00	
BL	Body Labor	8.0	55.00	440.00	7.00%	0.00	440.00	
NP	NonTaxable Part	,		3,006.43	0.00%	0.00	3,006.43	
ESTIM	ATE TOTALS			\$4,666.43		\$0.00	\$4,666.43	
Туре	Description	Qty	Each	Amount S	ales Tax%	Sales Tax	Tota	
RL	Refinish Labor	12.2	100.00	1,220.00	7.00%	0.00	1,220.00	
BL	Body Labor	8.0	55.00	440.00	7.00%	0.00	440.00	
NP	NonTaxable Part			3,006.43	0.00%	0.00	3,006.43	
INVOIC	E TOTALS			\$4,666.43		\$0.00	\$4,666.43	

An express mechanic's lien is hereby acknowledged on the above vehicle to secure the amount of costs incurred by in collecting amounts owed for repairs on the above vehicle. I also hereby make, constitute and appoint you and/or your employees as my true lawful attorney for me and in my name, place, and stead to ask, demand, collect, sign for and receive all such sums of money which are or shall be due owing, payable and belonging to me, or detained from me, related to the vehicle herein described. This includes full power and authority to sign my name to all checks, drafts, and/or negotiable instruments related to or arising out of work done by you and/or your employees on the above mentioned vehicle.

Signature:

Date:

©Copyright Solera inc. 2024. All rights reserved

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

29C20

1 message

Tue, Jan 2, 2024 at 11:52 AM

Risk, DAS <das.risk@iowa.gov> 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 642 struck a deer on 12/29/23. 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

Form 4433003 (11-13)

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INVESTIGATING OFFICER'S REPORT OF MOTOR VEHICLE ACCIDENT

MAIL DEPORTS TO Java Department of Tennes define Office of Driver Services, B.O. Box 0304, Dep Maines, Java 50305, 0304

Sheet 1 of 3 Law Enforcement Case Number:

2024000084

			-		-	i, Onice	of Driver G	ervices, i	.0. 00		-						1			
	of Accident 9/2023	Time of 18:00	Accident Hrs.		unty TTAWA		11E - 78			Accid	ent oc	curred w	/ithin (corpora	ate limits	of (city)				
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Ν	Address									City							State	Zip		
	215 E 7TH S	т							·	DES	MOINE	S					IA	50319		
T	Date of Birth 07/16/1982		Driver's I 140CC5:		e Numb	ber		CDL	Cita	tion Ch	arge 1					Citation (Charge 2	2		
1	Male Female				rsement	ts Re	strictions	Yes N	o Cita	tion Ch	arge 3					Citation	Charge 4	ļ		
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	e of Agency			Date of Report		fficer Arr	Hrs. rived At Scene		tal Roadway Cle	Hrs. earance			lent Clear	Hrs. ance Time
	A STATE PATROL	- DIST 03		01/02/2024	09:15	- 41	Hrs.		0:00	100		00:00	tion time *	
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INVESTIGATING OFFICER'S REPORT OF MOTOR VEHICLE ACCIDENT

Sheet 3 of 3 Law Enforcement Case Number:

2024000084

MAI	L REPORTS TO:	Iowa Department	of Transportation, Offic	ce of Driver Services, F	P.O. Box 9204, Des Moine	s, Iowa 50306-9204			
D I A G R A M									
			HWY 6					<u>)</u>	_
								Ø	
NAR	Vehicle was tra treatment. Vet	aveling EB on Hv hicle was driven a	wy 6. Vehicle #1 can away from the scene	ne into contact with a	deer in the roadway. \	/ehicle #1 came to re	est on the shoulder.	Driver #1 did not need	medical
RRATIVE									
								-	

Form 4433003 (11-13)

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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!!!

	L. IMAINI ACLOI				
Date: (Month/Day/Year)	12/29/2023	Time: (Time plus a.m./p.m.)	6:00 p.m.		
Vehicle Plate #:	JHF398	Vehicle Mileage:	96650		
Vehicle Description: (Yr/Make/Model/ & Vin#)	2019 Chevrolet In 2G11Z5S38K911	• •			
Assigned To:	Tyler Kotrous	Badge #	I-190		
Driven By:	Tyler Kotrous	Badge #	I-190		
Driver's Lic #:	140CC5336	Damage:	\$5,217.03		
Vehicle Towed: (Yes / No)	No	Towed By:	N/A		
Towed To:	N/A	Towing Cost:	\$N/A		
Seat Belt: (Yes / No)	Yes	Type of Vehicle: (Marked/Semi /Unmarked)	Unmarked		
Injured/Injuries:	None				
Occupants: (Other than driver)	None				

STATE VEHICLE: (Mark if Act of Nature) CASE #: 2024000084

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:			, in §10000000
Occupants: (Other than driver)			
Occupant(s) Wear	ing Seat Belt: (Yes/No) Yes	

OTHER INFORMATION:

Witnesses:	N/A			
Accident Location:	Iowa Highway 6, near Hunt Avenue			
(Street/Hwy)				
County:	Pottawattamie			
Weather/Road Conditions:	35 degrees and dry			
Narrative: On 12/29/2023, at approximately 1800 hours I was driving my				

Narrative: On 12/29/2023, at approximately 1800 hours I was driving my state vehicle (2019 Chevrolet Impala #642) eastbound on Iowa Highway 6 near Hunt Avenue, when I struck a deer with the front driver's side of my car. When I arrived at my destination (home), I examined my car for damage and saw the driver's side hood, fender, and front bumper had damage.

On 01/02/2024, I stopped at All Makes Collision in Council Bluffs for an estimate. Kortnie Getzschman provided me with an estimate totaling \$5,217.03.

Property Damage other than Vehicles:	None
Cost:	\$0
Citations Issued To: (List Charge(s) and Statute Code(s))	

Investigating Officer:			

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:			1
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) Weari	ng Seat Belt:	(Yes/No) Yes	

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Kim Reynolds Governor Adam Gregg Lt. Governor



Department of Public Safety

Stephan K. Bayens Commissioner

To whom it may concern:

On 12/29/2023, at approximately 1800 hours I was driving my state vehicle (2019 Chevrolet Impala #642) eastbound on Iowa Highway 6 near Hunt Avenue, when I struck a deer with the front driver's side of my car. When I arrived at my destination (home), I examined my car for damage and saw the driver's side hood, fender, and front bumper had damage. On 01/02/2024, I stopped at All Makes Collision in Council Bluffs for an estimate. Kortnie Getzschman provided me with an estimate totaling \$5,217.03.

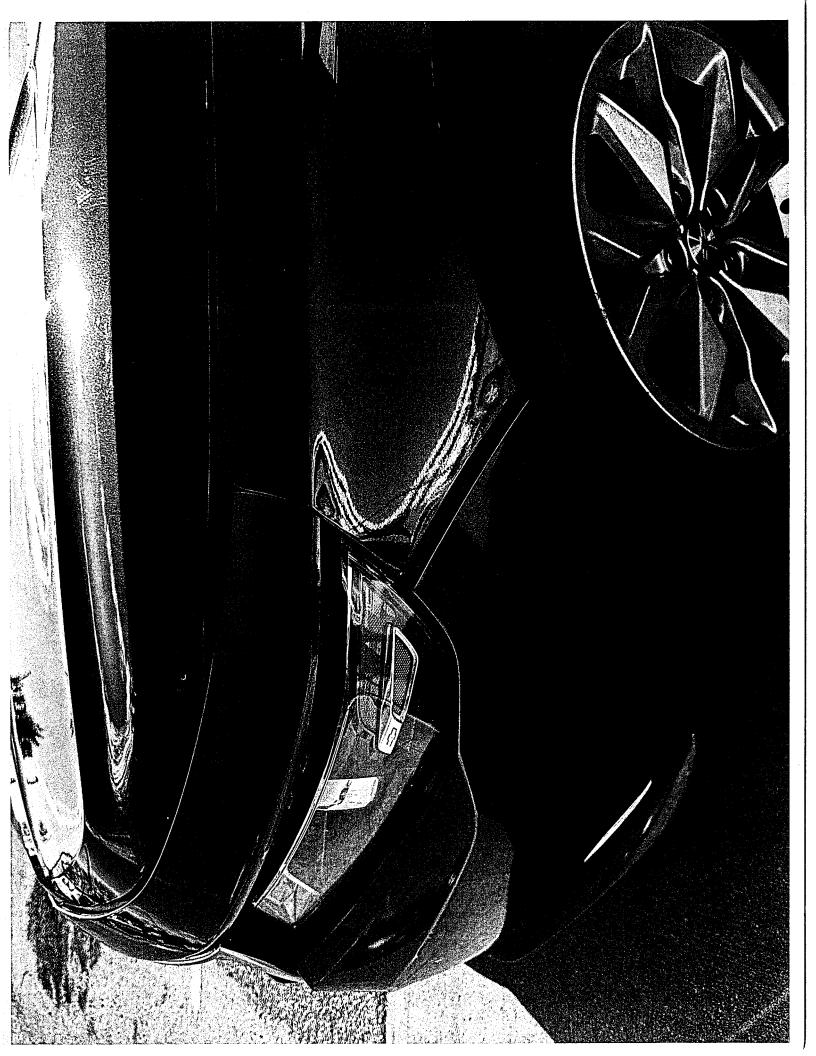
Attached is the State Vehicle Damage Report, repair estimate from All Makes Collision, the DOT MARS Report, and photos of the damage.

Special Agent Tyler Kotrous I-190 Iowa Department of Public Safety Division of Criminal Investigation Special Enforcement Operations Bureau 2200 River Road Council Bluffs, IA 51501

C: <u>402-657-4106</u> O: <u>712-396-3140</u> F: <u>712-396-3143</u> EM: <u>kotrous@dps.state.ia.us</u>

DIVISION OF CRIMINAL INVESTIGATION ● 215 EAST 7TH STREET ● DES MOINES, IOWA 50319-0041 ● 515-725-6010

Integrity, Fairness, Respect, Honesty, Courage, Compassion, Service



All Makes Collision Center 524 23rd Ave Council Bluffs, IA 51501 Phone: (712) 256-3195

*** PRELIMINARY ESTIMATE ***

01/02/2024 08:56 AM

Owner

Owner: state of iowa

Control Information

File #: 642

Inspection

Inspection Date: 01/02/2024 08:57 AM

Appraiser Name: Kortnie Getzschman

Repairer

Repairer: ALL MAKES COLLISION Address: 524 23rd ave

City State Zip: COUNCIL BLUFFS, IA 51501 Email: KARL.AAAUTO@LIVE.COM

Target Complete Date/Time:

Vehicle

OEM Part Price Quote ID: ****

2019 Chevrolet Impala 1LS 4 DR Sedan 6cyl Gasoline 3.6 6-Speed Automatic

> Lic Expire: Veh Insp# : Condition: Ext. Refinish: Two-Stage

Options

1st Row LCD Monitor(s) **18 Inch Alloy Wheels** 60/40 Bench Seat AM/FM Stereo Anti-Lock Brakes Armrest(s) Carpeting Auxiliary Audio Input Climate Control For A/C **Compact Spare Tire Daytime Running Lights Driver Information Sys Electric Parking Brake** Elect. Stability Control Electronic Compass Emergency S.O.S. System Halogen Headlights Floor Mats **High Definition Radio IPOD** Control Intermittent Wipers In-Vehicle WiFi **Keyless Ignition System Keyless Entry System** Lighted Entry System Laminated Glass

01/02/2024 08:59 AM

Appraiser License # :

Accounting # :

Inspection Type:

Contact: KARL GETZSCHMAN Work/Day: (712)256-3195 Cell: (712)355-0860 Work/Day:

Days To Repair: 6

VIN: 2G11Z5S38K9114795 Mileage Type: Actual Code: U4183A Int. Refinish: Two-Stage

2nd Row Head Airbags Air Conditioning Auto Headlamp Control Center Console Cruise Control Dual Airbags Electric Steering Engine Stop/Start Head Airbags Illuminated Visor Mirror Keyless Access System Knee Air Bags Navigation System

Page 1 of 3

2019 Chevrolet Impala 1LS 4 DR Sedan Claim # :	÷ (°	01/02/2024 08:56 AM
OnStar System	Overhead Console	Power Brakes
Power Door Locks	Power Drivers Seat	Power Mirrors
Power Steering	Power Windows	Privacy Glass
Pwr Accessory Outlet(s)	Pwr Driver Lumbar Supp	Rear Center Arm Rest
Rear Side Airbags	Rear View Camera	Rear Window Defroster
Rem Trunk-L/Gate Release	Side Airbags	SiriusXM Satellite Radio
Split Folding Rear Seat	Stability Cntrl Suspensn	Strg Wheel Radio Control
Tachometer	Theft Deterrent System	Tilt & Telescopic Steer
Tinted Glass	Tire Pressure Monitor	Traction Control System
Trip Computer	USB Audio Input(s)	Vehicle Tracking Service
Velour/Cloth Seats	Wireless Audio Streaming	Wireless Phone Connect

Damages										
Line Op		Op Guide MC Description		Description	MFR.Part No.	Price	ADJ% B%	Hours	R	
ront B	ume	er								
1	E	6		Cover, Front Bumper	22990034 GM Part	\$845.53		3.3	SM	
2	L	6	13	Cover, Front Bumper	Refinish 3.2 Surface 0.6 Two-stage setup 0.6 Two-stage			4.4	RF	
3	E	1106		Grille, Frt Bumper Lwr	84224251 GM Part	\$466.02		INC	SM	
Front E	nd F	anel And	Lam	<u>IDS</u>						
4	OE	28	ъ.	Grille Assembly	Replace PXN OE Srpls	\$389.00		INC	SM	
5	Ε	41	01	Headlamp Assy, Halogen LT	84573235 GM Part	\$969,98		0.3	SM	
Front B	odv	And Win	dshie	eld						
6	OE	83		Panel,Hood	Replace PXN OE Srpls	\$1,029.00		0.9	SM	
7	L	83		Panel,Hood	Refinish 3.0 Surface 1.2 Edge 0.8 Two-stage		1	5.0	RF	
8	Ĩ.	103		Fender, Front LT	Repair			2.0*	SM	
9	L	103		Fender, Front LT	Refinish 1.8 Surface 0.4 Two-stage			2.2	RF	
9	j	ltems					×			

CALL DEALER FOR EXACT PART # / PRICE INCLUDES 0.6 HOURS FIRST PANEL TWO-STAGE ALLOWANCE

Estimate Total & Entries						
OEM Parts Other Parts					\$2,281.53 \$1,418.00	
Parts & Material Total						\$3,699.53
Labor	Rate	Replace Hrs	Repair Hrs	Total Hrs		
Sheet Metal (SM) Mech/Elec (ME)	\$55.00 \$55.00	4.5	2.0	6.5	\$357.50	
Frame (FR) Refinish (RF)	\$50.00 \$100.00	11.6		11.6	\$1,160.00	

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2019 Chevrolet Impala 1LS 4 DR Seden Claim #:

Labor Total Gross Total Net Total

18.1 Hours

\$1,517.50 **\$5,217.03 \$5,217.03** 01/02/2024 08:56 AM

Alternate Parts Y/05/02/00/03/03 Cumulative 05/02/00/03/03 Zip Code: 51501 Default OEM Part Prices DT 01/02/2024 08:57 AM EstimateID 1171463345623015424 QuoteID **** Rate Name Default

Audatex Estimating 8.2.054 ES 01/02/2024 08:59 AM REL 8.2.054 DT 11/01/2023 State Disclosure: Not Selected © 2024 Audatex North America, Inc.

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2.4 HRS WERE ADDED TO THIS ESTIMATE BASED ON AUDATEX'S TWO-STAGE REFINISH FORMULA.

Op Codes

= User-Entered Value * = Labor Matches System Assigned Rates E = Replace OEM NG = Replace NAGS EC = Replace Economy OE = Replace PXN OE Srpis UE = Replace OE Surplus ET = Partial Replace Labor EP = Replace PXN EU = Replace Recycled TE = Partial Replace Price PM= Replace PXN Reman/Reblt UM= Replace Reman/Rebuilt L = Refinish PC = Replace PXN Reconditioned TT = Two-Tone UC = Replace Reconditioned SB = Sublet Repair N = Additional Labor BR = Blend Refinish I = Repair IT = Partial Repair CG= Chipguard RI = R & I Assembly P = Check AA = Appearance Allowance RP = Related Prior Damage

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