

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 1, 2024

Accounting Department  
Office of the Treasurer  
Lucas Building  
321 E 12<sup>th</sup> 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 \$3,313.84, subject to the audit of actual invoices. On March 30, 2024, Vehicle #110 was damaged by a raccoon. Request was to cover repair costs.

This represents full and final payment.

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 # 3725  
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

May 21, 2024

Kristi Onstot  
Executive Council  
L O C A L

Subject: Raccoon Damage to Vehicle #110 on March 30, 2024  
Department of Administrative Services  
Claim dated April 5, 2024  
AOS Claim ID: 3725

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 \$3,313.84, 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



Date: April 5, 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	#110/Animal
Event Date	March 30, 2024
Summary	Vehicle 110 struck a raccoon. (278301)
Amount Requested	\$3,313.84 - 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

Bodensteiner Body Werks

24 1st Avenue NE  
Waukon, IA 52172

# Invoice

Date	Invoice #
4/29/2024	2788

Bill To
Iowa State Patrol

P.O. No.	Terms	Project
110		

Description	Qty	Rate	Amount
as per estimate apdsoi0278301-001 on patrol car 110		3,046.84	3,046.84

<b>Subtotal</b>	\$3,046.84
<b>Sales Tax</b>	\$0.00
<b>Total</b>	\$3,046.84
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$3,046.84



A05 - 3725

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

29C20

Risk, DAS <das.risk@iowa.gov>  
Draft To: TOS Executive Council <executivecouncil@tos.iowa.gov>, Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>, Jeannie R Adams <jadams@dps.state.ia.us>

Mon, Apr 1, 2024 at 9:36 AM

Please accept this email as initial 24 hr notification for AON, vehicle 110 struck a raccoon on 3/30/24. 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 13<sup>th</sup> St, Des Moines, IA 50319

515-281-3162 office

[das.risk@iowa.gov](mailto:das.risk@iowa.gov)

<https://das.iowa.gov>



Department of  
Administrative Services

## 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 #: 2024008072**

Date: <small>(Month/Day/Year)</small>	3/30/24	Time: <small>(Time plus a.m./p.m.)</small>	10:30 p.m.
Vehicle Plate #:	110	Vehicle Mileage:	106015
Vehicle Description: <small>(Yr/Make/Model/ &amp; Vin#)</small>	2020 Dodge Charger - 2C3CDXKT2LH127516		
Assigned To:	Kuennen	Badge #	110
Driven By:	Kuennen	Badge #	110
Driver's Lic #:	677AJ4834	Damage:	\$
Vehicle Towed: <small>(Yes / No)</small>	No	Towed By:	
Towed To:		Towing Cost:	\$
Seat Belt: <small>(Yes / No)</small>	Yes	Type of Vehicle: <small>(Marked/Semi /Unmarked)</small>	Marked
Injured/Injuries:			
Occupants: <small>(Other than driver)</small>			

**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)	A16 / Near Washington Rd		
County:	Allamakee		
Weather/Road Conditions:	Clear		
Narrative: On March 30, 2024, Trooper Kuennen #110 was traveling on County Road A16 near Washington Rd. when she collided with a raccoon. The collision caused the front bumper to be cracked.			
Property Damage other than Vehicles:			
Cost:	\$		
Citations Issued To: (List Charge(s) and Statute Code(s))			

Investigating Officer:	Trimble #312
------------------------	--------------

**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		





## MEMORANDUM

**TO:** Sgt. Trimble #312  
**FROM:** Trooper Kuennen #110  
**DATE:** 03/30/24  
**SUBJECT:** Raccoon damage

To whom it my concern,

On Saturday March 30<sup>th</sup>, 2024, I Trooper Kuennen was going home after dropping off #465 when I struck a raccoon. I was traveling on A16 when three raccoons ran onto the road I was able to avoid two of them but struck the third. My cruise was set at 56mph when they ran out onto the road and I was not able to break before hitting the first one. My camera did not activate when I hit it and I didn't realise it until I went to shut it off after checking the underneath of my patrol unit to see if there was any damage before continue on. At the time it appeared as though there was nothing leaking.

On Sunday March 31<sup>st</sup>, 2024 when it was daylight I went out to get a better look at my patrol car and to make sue there was still no fluids leaking; it was then when I noticed the crack in the bottom bumper but there was still no fluids leaking.

I did notify Sgt. Trimble on March 30<sup>th</sup>, and Sgt. Trimble was notified again when I found the crack in the bumper on march 31<sup>st</sup>.

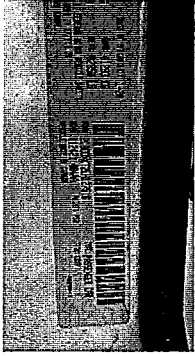
# BODENSTEINER BODY WERKS

24 - 1ST AVENUE NE, bodiebmb@rconnect.com, WAUKON, IA 52172

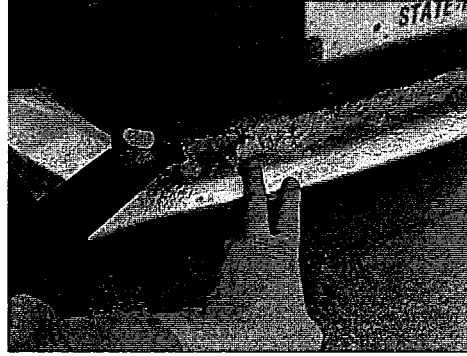
Phone: (563) 568-2046, Fax: (563) 568-2237

## Image Report

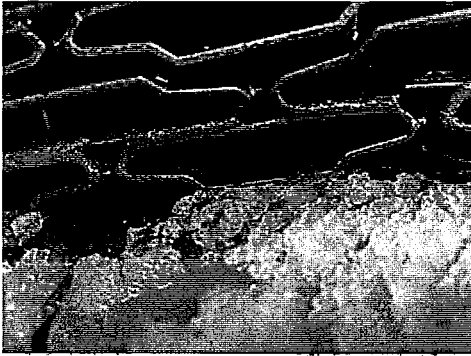
Owner:	Iowa State Patrol	Insurance:		Estimator:	Brian Bodensteiner	Vehicle Out:	
Job Number:		Claim Number:					
Year:	2020	Color:		License Plate:		Production Date:	
Make:	DODG	Body Style:	4D SED	State:	IA	Mileage In:	
Model:	Charger Police AW...	Engine:	8-5.7L Gasoline S...	VIN:	2C3CDXKT2LH127516	Condition:	



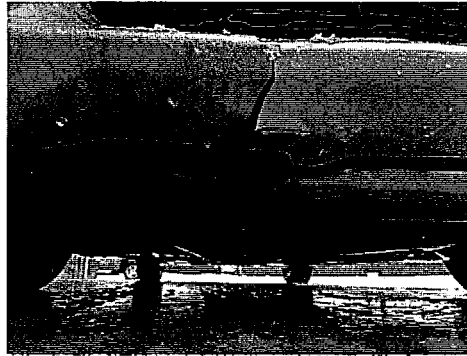
4/2/2024  
Comments:



4/2/2024  
Comments:



4/2/2024  
Comments:



4/2/2024  
Comments:



4/2/2024  
Comments:



4/2/2024  
Comments:

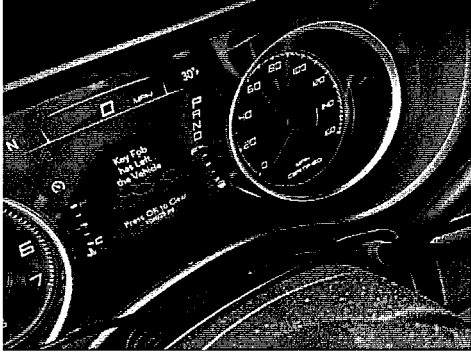
# BODENSTEINER BODY WERKS

24 - 1ST AVENUE NE, bodiebmb@rconnect.com, WAUKON, IA 52172

Phone: (563) 568-2046, Fax: (563) 568-2237

## Image Report

Owner:	Iowa State Patrol	Insurance:		Estimator:	Brian Bodensteiner	Vehicle Out:	
Job Number:		Claim Number:					
Year:	2020	Color:		License Plate:		Production Date:	
Make:	DODG	Body Style:	4D SED	State:	IA	Mileage In:	
Model:	Charger Police AW...	Engine:	8-5.7L Gasoline S...	VIN:	2C3CDXKT2LH127516	Condition:	



4/2/2024

Comments:

# BODENSTEINER BODY WERKS

Workfile ID: 8dc92935  
PartsShare: 7SpFkF  
Federal ID: 03-0442-700  
State ID: 1-03-004954



Lifetime Warrentee Collision Repairs  
24 - 1ST AVENUE NE, bodiebmb@rconnect.com,  
WAUKON, IA 52172  
Phone: (563) 568-2046  
FAX: (563) 568-2237

## Preliminary Estimate

**Customer: Iowa State Patrol 110**

**Job Number:**

Written By: Brian Bodensteiner

Insured: Iowa State Patrol 110  
Type of Loss:  
Point of Impact:

Policy #:  
Date of Loss:

Claim #:  
Days to Repair: 0

**Owner:**  
Iowa State Patrol 110  
(563) 379-9504 Cell

**Inspection Location:**  
BODENSTEINER BODY WERKS  
24 - 1ST AVENUE NE  
bodiebmb@rconnect.com  
WAUKON, IA 52172  
Repair Facility  
(563) 568-2046 Business

**Insurance Company:**

## VEHICLE

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

VIN: 2C3CDXKT2LH127516  
License:  
State: IA

Interior Color:  
Exterior Color:  
Production Date:

Mileage In:  
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  
Parking Sensors

### 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  
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  
Two Tone Paint

### OTHER

Traction Control  
Stability Control  
California Emissions  
Power Trunk/Liftgate

**Preliminary Estimate**

**Customer: Iowa State Patrol 110**

**Job Number:**

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
<b>1</b>		<b>FRONT BUMPER &amp; GRILLE</b>					
2		O/H front bumper				3.4	
3	Repl	Bumper cover	68267765AC	1	963.00	Incl.	3.4
4		Add for Clear Coat					1.4
5	**	Repl A/M CAPA Lower grille w/o adaptive cruise	68214782AB	1	106.00	Incl.	
6	R&I	Upper grille black crossbars				Incl.	
<b>7</b>		<b>RADIATOR SUPPORT</b>					
8	**	Repl A/M CAPA Front shield w/police	68231862AA	1	238.00	Incl.	
9	Repl	Splash shield AWD w/police	4806075AB	1	135.00	0.2	
<b>10</b>		<b>COOLING</b>					
11	Repl	Hose & tube assy	68195935AF	1	254.00 m	0.6 M	
<b>12</b>		<b>AIR CONDITIONER &amp; HEATER</b>					
13	**	Repl A/M Condenser assy	68085784AA	1	223.24 m	1.5 M	
14		AC Service evacuate & recharge				m	1.4 M
15		AC Service refrigerant recovery				m	0.4 M
16	#	R&I push bumper					2.0
<b>17</b>		<b>VEHICLE DIAGNOSTICS</b>					
18	*	Subl Pre-repair scan		1	148.50 X m		
19	*	Subl Post-repair scan		1	X m		
<b>SUBTOTALS</b>					<b>2,067.74</b>	<b>9.5</b>	<b>4.8</b>

**ESTIMATE TOTALS**

Category	Basis	Rate	Cost \$
Parts			1,919.24
Body Labor	5.6 hrs @	\$ 64.00 /hr	358.40
Paint Labor	4.8 hrs @	\$ 124.00 /hr	595.20
Mechanical Labor	3.9 hrs @	\$ 75.00 /hr	292.50
Miscellaneous			148.50
Subtotal			3,313.84
<b>Grand Total</b>			<b>3,313.84</b>
Deductible			0.00
<b>CUSTOMER PAY</b>			<b>0.00</b>
<b>INSURANCE PAY</b>			<b>3,313.84</b>

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: Iowa State Patrol 110**

**Job Number:**

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

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 04/01/2024, 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: Iowa State Patrol 110

Job Number:

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
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: 2450174958 Expires: 05/17/24	\$ 106.00
8	Keystone, Inc 2400 KERPER BLVD., SUITE E100A DUBUQUE IA 52001 (563) 556-5030	#CH1228129C A/M CAPA Front shield w/police Quote: 2450176763 Expires: 05/17/24	\$ 238.00
13	Keystone, Inc 2400 KERPER BLVD., SUITE E100A DUBUQUE IA 52001 (563) 556-5030	#CND3948 A/M Condenser assy Quote: 2450177961 Expires: 05/17/24	\$ 223.24