

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 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 \$9,302.78, subject to the audit of actual invoices. On April 19, 2024, Vehicle #1016 was damaged by a deer. 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 # 3736
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: Deer Damage to Vehicle #1016 on April 19, 2024
Department of Administrative Services
Claim dated April 22, 2024
AOS Claim ID: 3736

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 \$9,302.78, 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: April 22, 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	#1016/Animal
Event Date	April 19, 2024
Summary	Vehicle 1016 sustained hail damage. (279187)
Amount Requested	\$9,302.78 - 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



29C20

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

Fri, Apr 19, 2024 at 1:23 PM

Draft 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 1016 struck a deer on 4/19/24. 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
4-19-2024	8:30 am	one
County	State	
Winneshiek	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Dennis J Murphy		511 2nd St Sw	
Driver's License No./State		City, State, Zip	
116AA8557		Waukon, IA 52172	
Date of Birth	Department	Work Phone	Home Phone
12-28-63	Ag - Dairy	515-250-6514	515-250-6514
License Plate No.	VIN	Year, Make, Model	
1016	1G1ZC5STONF185439	2022 CHEV Malibu	
Estimate (\$) of Damage		Description of Damage	
Police / \$5,000.00		Deer Hit, Deer flew into windshield of car crushing it into the cab, buckled roof. Car full of glass.	

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)

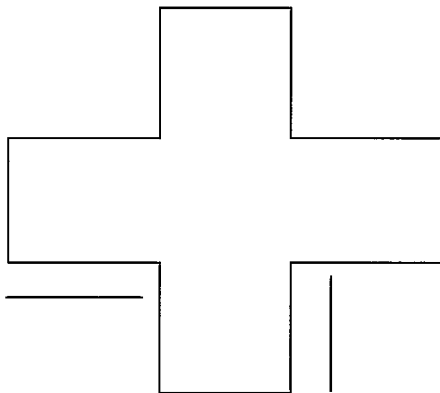
Vehicle No. 1/ Name and Address	Describe Injuries
Vehicle No. 2/ Name and Address	Describe Injuries

Witness

Name	Address/Phone
Name	Address/Phone

Accident Diagram

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.



Heading west on Hwy 9 through Decorah a deer came flying in the air into my windshield crushing the windshield into the cab and bending the roof of the car.

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

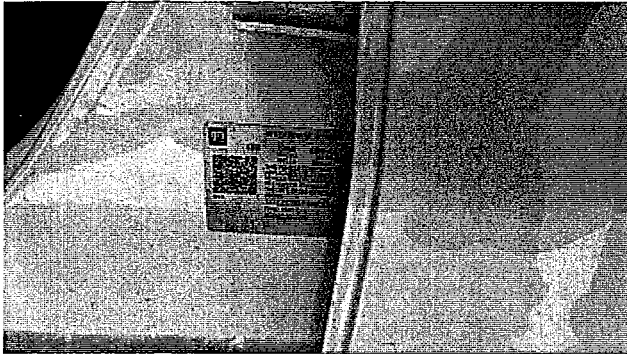
BODENSTEINER BODY WERKS

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

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

Image Report

Owner:	Iowa State Dept Of	Insurance:	Estimator:	Erik Bodensteiner	Vehicle Out:	
Job Number:		Claim Number:				
Year:	2022	Color:	License Plate:		Production Date:	
Make:	CHEV	Body Style:	4D SED	State:	IA	Mileage In:
Model:	Malibu LS (Fleet)	Engine:	4-1.5L Turbochar...	VIN:	1G1ZC5ST0NF185439	Condition:



4/19/2024
Comments:



4/19/2024
Comments:



4/19/2024
Comments:



4/19/2024
Comments:



4/19/2024
Comments:



4/19/2024
Comments:

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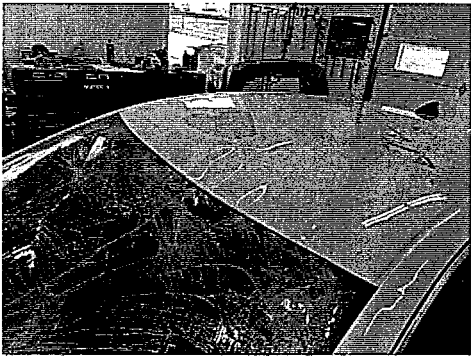
Owner:	Iowa State Dept Of	Insurance:		Estimator:	Erik Bodensteiner	Vehicle Out:	
Job Number:		Claim Number:					
Year:	2022	Color:		License Plate:		Production Date:	
Make:	CHEV	Body Style:	4D SED	State:	IA	Mileage In:	
Model:	Malibu LS (Fleet)	Engine:	4-1.5L Turbochar...	VIN:	1G1ZC5ST0NF185439	Condition:	



4/19/2024
Comments:



4/19/2024
Comments:



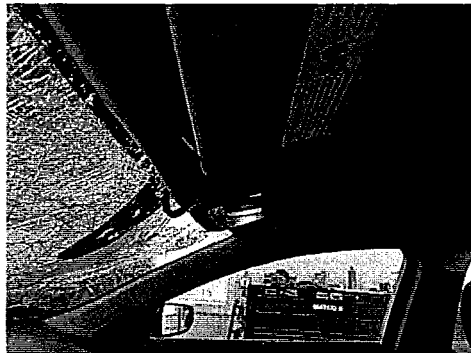
4/19/2024
Comments:



4/19/2024
Comments:



4/19/2024
Comments:



4/19/2024
Comments:

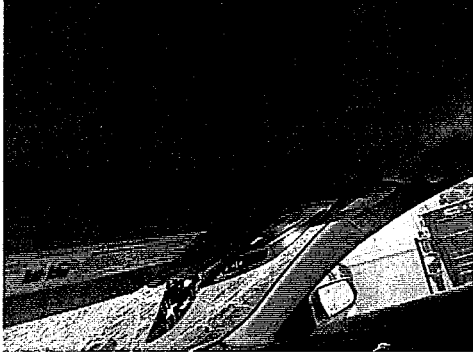
BODENSTEINER BODY WERKS

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

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

Image Report

Owner:	Iowa State Dept Of	Insurance:	Estimator:	Erik Bodensteiner	Vehicle Out:
Job Number:		Claim Number:			
Year:	2022	Color:	License Plate:		Production Date:
Make:	CHEV	Body Style:	4D SED	State:	IA
Model:	Malibu LS (Fleet)	Engine:	4-1.5L Turbochar...	VIN:	1G1ZC5ST0NF185439
					Mileage In:
					Condition:



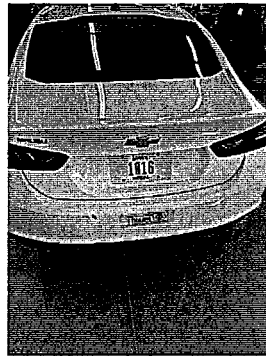
4/19/2024
Comments:



4/19/2024
Comments:

BODENSTEINER BODY WERKS	
2532 DREYER CORNER RD., WAUKON, IA 52172	
Shop Phone	Cell Phone
(563) 568-2046	(563) 568-2237
No. 015963	
Date	4-19-2024
Time	10:00 AM
Customer	Iowa State Dept Of
Vehicle	2022 CHEV MALIBU LS (FLEET)
Color	White
Body Style	4D SED
Engine	4-1.5L Turbochar...
VIN	1G1ZC5ST0NF185439
License Plate	IA 1116
Production Date	
Mileage	
Condition	
Estimator	Erik Bodensteiner
Technician	
Inspector	
Notes	

4/19/2024 E01
Comments:



4/19/2024 E01
Comments:



4/19/2024 E01
Comments:



BODENSTEINER BODY WERKS

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

Workfile ID: b8f7bbe5
PartsShare: 7TNzgc
Federal ID: 03-0442-700
State ID: 1-03-004954

Preliminary Estimate

Customer: Iowa State Dept Of Ag And Land

Job Number:

Written By: Erik Bodensteiner

Insured: Iowa State Dept Of Ag And Land Policy #: Claim #:
Type of Loss: Date of Loss: Days to Repair: 0
Point of Impact:

Owner: Iowa State Dept Of Ag And Land (515) 250-6514 Business
Inspection Location: BODENSTEINER BODY WERKS
24 - 1ST AVENUE NE
bodiebmb@rconnect.com
WAUKON, IA 52172
Repair Facility
(563) 568-2046 Business
Insurance Company:

VEHICLE

2022 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection

VIN: 1G1ZC5ST0NF185439 Interior Color: Mileage In: Vehicle Out:
License: Exterior Color: Mileage Out:
State: IA Production Date: Condition: Job #:

TRANSMISSION

Automatic Transmission

POWER

Power Brakes
Power Windows
Power Locks
Power Mirrors

DECOR

Dual Mirrors

CONVENIENCE

Air Conditioning
Tilt Wheel

Cruise Control

Rear Defogger

Keyless Entry

Alarm

Message Center

Steering Wheel Touch Controls

Telescopic Wheel

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

Front Side Impact Air Bags

Head/Curtain Air Bags

Communications System

Hands Free Device

SEATS

Cloth Seats

Bucket Seats

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

OTHER

Traction Control

Stability Control

Preliminary Estimate

Customer: Iowa State Dept Of Ag And Land

Job Number:

2022 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1	ELECTRICAL						
2	R&I	GPS antenna paint to match				0.3	
3	WINDSHIELD						
4	Repl	Windshield NAGS, w/acoustic glass w/collision alert	DW02229GTY	1	619.05	Incl.	
5	Repl	Temp sensor	39005091	1	88.13 m	0.1	
6	CONSOLE						
7	Repl	Overhead console w/o GPS ash gray	84907426	1	166.17	Incl.	
8	ROOF						
9	Repl	Roof panel	23387898	1	905.27	18.0	3.4
10	Repl	W'shield header	22987012	1	34.12	1.4	0.6
11	Repl	Headliner w/o sunroof, w/o noise control gray	84167917	1	1,124.62	Incl.	
12	Repl	Overhead console	SEE FOOTNOTE	1		Incl.	
13	PILLARS, ROCKER & FLOOR						
14	*	Rpr	LT Uniside assy			s 8.0	7.7
15			Overlap Major Adj. Panel				-0.4
16	*	Blnd	RT Uniside assy			s	3.9
17		Repl	LT W/S pillar trim gray	84028726	1	95.27	Incl.
18		R&I	RT Upr ctr plr trim black			Incl.	
19		R&I	LT Upr ctr plr trim black			Incl.	
20		R&I	RT W/S pillar trim gray			Incl.	
21	FRONT DOOR						
22	*	Blnd	LT Outer panel				1.0
23		Repl	LT Reveal molding	84205397	1	113.12	0.4
24		Repl	LT Nameplate "MALIBU" chrome	23125916	1	22.23	0.2
25		R&I	LT R&I mirror			0.3	
26		R&I	LT Handle, outside w/o chrome			0.4	
27		R&I	LT R&I trim panel			0.6	
28	REAR DOOR						
29	*	Rpr	LT Door panel			4.0	2.0
30			Overlap Major Adj. Panel				-0.4
31			Clear Coat				2.5
32		Repl	LT Belt molding	84205385	1	176.10	0.3
33		R&I	LT Handle, outside w/o chrome			0.4	
34		R&I	LT R&I trim panel			0.5	
35	BACK GLASS						
36		R&I	Back glass GM			Incl.	
37	QUARTER PANEL						
38		R&I	LT Quarter glass GM			1.6	
39		R&I	RT Quarter glass GM			1.6	
40		R&I	RT Front trim black			Incl.	

Preliminary Estimate

Customer: Iowa State Dept Of Ag And Land

Job Number:

2022 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection

41	R&I	LT Front trim black				Incl.
42	REAR BUMPER					
43	R&I	R&I bumper cover				1.8
44	#	Repl Cover Car	1		T	0.3
45	#	Color tint / color match	1			0.3
46	#	Repl Flex additive	1	15.00	T	
47	#	Clean up broken glass	1			4.0
48	#	Repl Seam sealer/caulking	1	45.00	T	1.0
49	#	Repl Panel bond adhesive	1	85.00	T	
50	VEHICLE DIAGNOSTICS					
51	*	Subl Pre-repair scan	1	148.50	X m	
52	*	Subl Post-repair scan	1		X m	
53	#	Subl Towing	1	200.00	T	
SUBTOTALS				3,837.58		44.9 20.9

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			3,344.08
Body Labor	44.9 hrs @	\$ 64.00 /hr	2,873.60
Paint Labor	20.9 hrs @	\$ 124.00 /hr	2,591.60
Miscellaneous			493.50
Subtotal			9,302.78
Grand Total			9,302.78
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			9,302.78

MyPriceLink Estimate ID / Quote ID:

1210664109041786880 / 135805374

Preliminary Estimate

Customer: Iowa State Dept Of Ag And Land

Job Number:

2022 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline 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 DR1CP16, CCC Data Date 04/16/2024, 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.