

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

March 4, 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 a supplemental emergency allocation in the amount of \$854.50. This brings to total allocation to \$3,906.60. On September 18, 2023, Vehicle #164 was damaged by a deer. Request was to cover repair costs.

This represents full and final payment and this allocation will be closed.

EXECUTIVE COUNCIL OF IOWA

Victoria Newton

Victoria Newton
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 # 3599
TOS Job # 2496



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

February 9, 2024

Victoria Newton
Executive Council
LOCAL

Subject: Deer Damage to Vehicle #164 on September 18, 2023
Department of Administrative Services
Claim dated October 5, 2023
AOS Claim ID: 3599

The Department's request included a supplemental allocation request of \$854.50 because additional damages were identified. We recommend Executive Council approval of the supplemental allocation of \$854.50, which increases the allocation to \$3,906.60. In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to this loss. We have found the items to be in order as shown below:

Documented request			<u>\$ 3,906.60</u>
Executive Council allocation (Revised)			\$ 3,906.60
Less:			
Previous payments	\$	0.00	
This payment		<u>3,906.60</u>	
Total			<u>\$ 3,906.60</u>
Remaining Executive Council allocation			<u>\$ 0.00</u>

We recommend that reimbursement be made in the amount of \$3,906.60. This represents full and final payment on this allocation.

Sincerely,

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



**Department of
Administrative Services**
*Empowering People
Collaboration
Customer Service*

Governor Kim Reynolds
Lt. Governor Adam Gregg
Adam Steen, Director

Date: November 21, 2023

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

From: Mariah Fucaloro, Fleet Manager
DAS Fleet Services
Department of Administrative Services

Re: REIMBURSEMENT REQUEST - 29C20 Claim

Claim #	3599
Vehicle / Event	#164/Deer
Event Date	September 18, 2023
Summary	Vehicle 164 struck a deer. (266252)
Amount Requested	\$3,906.60 - Total

The Department of Administrative Services, Central Procurement Fleet Services Enterprise, has paid all vendors to date. We are seeking an allocation for those funds under 29C20 Contingency Fund – Disaster Aid. **Please deposit into the following account: 0665-005-5790-0657.**

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

Thank you,

Mariah Fucaloro, Fleet Manager
DAS Fleet Services
Mariah.Fucaloro@iowa.gov
515-414-6582



Governor Kim Reynolds
Lt. Governor Adam Gregg
Adam Steen, Director

Date: October 5, 2023

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

From: Mariah Flowers, Fleet Manager
DAS Fleet Services
Department of Administrative Services

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

Vehicle / Event	#164/Deer
Event Date	September 18, 2023
Summary	Vehicle 164 struck a deer. (266252)
Amount Requested	\$3,052.10 - 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,

Mariah Fucaloro, Fleet Manager
DAS Fleet Services
Mariah.Fucaloro@iowa.gov
515-414-6582



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

November 14, 2023

Victoria Newton
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #164 on September 18, 2023
Department of Administrative Services
Claim dated October 5, 2023
AOS Claim ID: 3599

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 \$3,052.10, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Ernest H. Ruben, Jr.".

Ernest H. Ruben, Jr., CPA
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services
Mariah Flowers, Fleet Services Manager, Department of Administrative Services
Joel Lunde, Department of Management

Warrants

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	Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓	2024	86056959	1	\$945.00	11/08/2023	11/13/2023	00003032666
	2024	86056959	2	\$90.00	11/08/2023	11/13/2023	00003032666
	2024	86056959	3	\$1,404.00	11/08/2023	11/13/2023	00003032666
	2024	86056959	4	\$1,467.60	11/08/2023	11/13/2023	00003032666

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▼Warrant Information

Fiscal Year : 2024 Amount : \$3,906.60
 Warrant Number : 86056959 Vendor Customer : 00003032666
 Line Number : 1 Last Updated : 11/13/23

▼Issue Information

Issued : 11/08/2023 Void :
 Document ID : RISK00524292002 Duplicate :
 Document Line Number : 1 Stop :
 Line Amount : \$945.00
 Comments :

▼Redeemed Information

Redeemed : 11/13/2023 Batch Number : 0992
 Redeemed Bank : 0022 Sequence Number : 00852
 Redeemed Fund : 0665
 Redeemed Department : 005

▼Fund Accounting

Fund : 0665 Object : 2715 Dept Object :
 Sub Fund : Sub Object : Dept Revenue :
 Department : 005 Object Class :
 Unit : 5790 Revenue Source :
 Sub Unit : Sub Revenue Source :
 Appropriation : 0000 Revenue Source Class :
 BSA :
 Sub BSA :

▼Detail Accounting

Location : Reporting : Major Program :
 Sub Location : Sub Reporting : Program :
 Activity : Task : Phase :
 Sub Activity : Sub Task : Program Period :
 Function : Task Order :
 Sub Function :

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COPELAND AUTO BODY

FINAL BILL

State of Iowa
 Estimate: 18426
 Repair Order: 18426

506 E 2ND ST
 HEDRICK, IA 52563
 (641) 653-2140 FAX:(641) 653-4301
 www.copelandautobody.com

Customer: Insured	Vehicle:	Ins. Company:
State of Iowa 301 E 7th Street Des Moines, IA 50319 Home: (319) 931-3440	DODG 4D SED Charger Police AWD (Fleet) YEAR: 2020 Color: Silver Paint Code: PS2 License: 164 IA Prod Date: 12/01/2019 Mileage In: 82370 Mileage Out: 82370 VIN: 2C3CDXKT4LH124231 Sched. Arrival Date: 09/27/23 Arrival Date: 09/27/23 Proj. Delivery Date: 10/02/23 Delivery Date: 10/02/23 Drivable: Unknown	Creative Risk Solutions Claim Number: 18426

Written by: Petrehn, Brandon J

Item	Description	Price	Ext. Price	Labor Units	Paint Units	PT	BT
1	FRONT BUMPER & GRILLE						
2	OVERHAUL O/H bumper assy			3.4 B		O	
3	REPAIR Bumper cover			0.5 B		3.4	
4	Add for Clear Coat					1.4	
5	REMOVE/RE-INSTALL Push Bumper			1.5 B			
6	FRONT LAMPS						
* 9	REMOVE/REPLACE LKQ RT Headlamp assy halogen						V
	* 1A	<u>812.50</u>	<u>812.50</u>	0.4 B			
13	REMOVE/REPLACE Aim headlamps						
	2A			0.5 B			
14	HOOD						
15	BLEND Hood (ALU)					1.5	
16	FENDER						
17	REMOVE/REPLACE A/M CAPA RT Fender w/o wide body	322.00	322.00	1.6 B		2.0 A	
18	Add for Clear Coat					0.8	
19	Add for Edging					0.5	
20	Add for Clear Coat					0.1	
21	REMOVE/RE-INSTALL RT Fender liner 3.6, 5.7 liter			Incl.			
22	REMOVE/REPLACE RT Insulator	15.55	15.55	Incl.		O	
23	PILLARS, ROCKER & FLOOR						
24	REMOVE/RE-INSTALL RT Rocker molding w/o wide body w/o HELL			Incl.			
25	REMOVE/REPLACE RT Rocker molding rivet	9.15 (8)	73.20				O
26	FRONT DOOR						
27	REPAIR RT Door shell (HSS)			1.0 B		2.1	
28	Overlap Major Adj. Panel					-0.4	
29	Add for Clear Coat					0.3	
30	REMOVE/RE-INSTALL RT Belt w/strip			0.3 B			
31	REMOVE/RE-INSTALL RT Power mirror w/o heat, w/o memory, w/			0.5 B			
32	REMOVE/RE-INSTALL RT Handle, outside black			0.4 B			
33	REMOVE/RE-INSTALL RT R&I trim panel			0.5 B			
34	REMOVE/REPLACE RT Front w/strip	49.95	49.95	0.2 B			O
35	VEHICLE DIAGNOSTICS						
36	Pre-repair scan	60.00*	60.00	0.5 M			
37	Post-repair scan	129.95*	129.95	0.5 M			
38	MISCELLANEOUS OPERATIONS						

COPELAND AUTO BODY
FINAL BILL

Written by: Petrehn, Brandon J				Labor	Paint
Item	Price	Ext. Price	Units	Units	PT BT
39 REMOVE/REPLACE Cover car/bag	10.00*	10.00	0.2 B		O
40 SU Hazardous waste removal	4.00	4.00			H
41 REPAIR Denib & Finesse			1.5 B		
42 REMOVE/REPLACE Flex additive	6.00	6.00			
43 REMOVE/REPLACE State Patrol Decals			1.0 B		
44 Adjustment	2A	-15.55			

FINAL BILL SUMMARY									
PARTS				LABOR					
	Regular	Supp	Total	Department	Units	Supp Units	Rate	Total	Units
New (OEM) Parts:	\$148.70	\$0.00	\$148.70	Body	12.9	0.6	\$70.00	\$945.00	13.5
Other parts:	\$517.95	\$796.95	\$1,314.90	Mechanical	1.0	0.0	\$90.00	\$90.00	1.0
				Paint	11.7	0.0	\$120.00	\$1,404.00	11.7

	Regular	Supp	Total
Parts Total:	\$666.65	\$796.95	\$1,463.60
Labor Total:	\$2,397.00	\$42.00	\$2,439.00
Hazardous Disposal:	\$4.00	\$0.00	\$4.00
Total:			\$3,906.60

	PAYMENTS	AMT DUE	SUBTOTAL	SUPPLEMENTS	TOTAL
Creative Risk Solutions PAYABLE REPAIR	\$0.00	\$3,906.60	\$3,067.65	\$838.95	\$3,906.60

Labor Dept Codes: B-Body D-Detail I-Diagnostic E-Sublet F-Frame G-Glass M-Mechanical P-Paint S-Structural A-Aluminum 1-User-defined1 2-User-defined2 3-User-defined3

PT - Price Types:
 O - OEM; A - Aftermarket; V - Salvage; R - Remanufactured; Space - No Type
 L - Labor; M - Material; H - Hazardous; S - Storage; T - Towing; U - Sublet

BT - Billing Types:
 No Code - Insurance Charge; CC - Customer Charge; BT - Betterment; AP - Appearance Allowance
 PD - Prior Damage; NC - No Charge

(*) Indicates Estimator Judgement.
 Underline Indicates Supplement.

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 The elements of data used to calculate this Estimate were obtained from a CCC Database.

Calculations of the Estimate are performed by a computer program created by Axalta Coating Systems, LLC.