

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 6, 2023

Mr. Kyle Harms
Office of the Treasurer
LOCAL

Dear Mr. Harms:

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 \$8,570.19, subject to audit of actual invoices. On November 15, 2022, Vehicle #1650 was damaged by a deer. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Victoria Newton

Victoria Newton
Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services
DAS Fleet Services, Risk
Joel Lunde, Department of Management

AOS Claim # 2397
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

January 31, 2023

Victoria Newton
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #1650 on November 15, 2022
Department of Administrative Services
Claim dated January 19, 2023
AOS Claim ID: 2397

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 \$8,570.19, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in blue 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



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

Date: January 19, 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	#1650/Deer
Event Date	November 15, 2022
Summary	Vehicle #1650 struck a deer. (247858)
Amount Requested	\$8,570.19 - Total Loss
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 Flowers, Fleet Manager
DAS Fleet Services
Mariah.Flowers@iowa.gov
515-414-6582



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

29C20

1 message

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

Wed, Nov 16, 2022 at 8:03 AM

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

Please accept this email as initial 24 hr notification for AON, vehicle 1650 struck a deer on 11/15/22. 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 Fleet Services, Risk**

Iowa Department of Administrative Services

Division of Business and Property Services

Office: 515-725-2243

Das.Risk@iowa.gov

<https://das.iowa.gov>

INVESTIGATING OFFICER'S REPORT OF MOTOR VEHICLE ACCIDENT

MAIL REPORTS TO: Iowa Department of Transportation, Office of Driver Services, P.O. Box 9204, Des Moines, Iowa 50306-9204

Law Enforcement Case Number:
22-13961

L O C A T I O N	Date of Accident 11/15/2022	Time of Accident 22:50 Hrs.	County JONES - 53	Accident occurred within corporate limits of (city)		Legal Intervention? <input type="checkbox"/>	Private Property? <input type="checkbox"/>	
	Literal Description IA 1 N					County: 53	Route:	
	If accident occurred outside of city limits show general vicinity N NE E SE S SW W NW <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> of nearest city					X Coordinate: 636081.75		
	On Road, Street or Highway:			At Intersection with:			Y Coordinate: 4654040	
	Note: Unless accident occurred at an intersection which is completely described above, use the space below to give the exact location from a milepost or definable intersection, bridge, or railroad crossing, using two distances and directions if necessary of					If Divided Highway, Provide Route (Cardinal) Travel Direction		
Milepost Number _____ Or Definable intersection, bridge, or railroad crossing					NB <input type="radio"/> SB <input type="radio"/> EB <input type="radio"/> WB <input type="radio"/>			

ACCIDENT ENVIRONMENT				ROADWAY CHARACTERISTICS									
Location of First Harmful Event		Weather Conditions (up to two)		Major Contributing Circumstances Environment									
Manner of Crash/Collision		Surface Conditions		Roadway									
Light Conditions				Type of Roadway Junction/Feature									
				FRA No.									

First Harmful Event (Crash) 31	WORKZONE RELATED? <input type="radio"/>	Yes <input type="radio"/>	No <input type="radio"/>	Activity	Location	Type	Workers Present	Sex	Struck by Unit No.	Injury Status	Non-Motorist Type	Location (prior to impact)	Action (prior to crash)	Condition	Safety Equipment	Contributing Circumstances	Source of Transport	Died at scene/enroute
--	---	---------------------------	--------------------------	----------	----------	------	-----------------	-----	--------------------	---------------	-------------------	----------------------------	-------------------------	-----------	------------------	----------------------------	---------------------	-----------------------

N O N M O T O R I S T S	Name 001			Phone Number			DOB:													
	Address:						Alcohol Test Given		Test Results:		Drug Test Given		Result		Charged		Yes <input type="radio"/>		No <input type="radio"/>	
	Transported to:						Transported by:													
	Name			Phone Number			DOB:													
Address:						Alcohol Test Given		Test Results:		Drug Test Given		Result		Charged		Yes <input type="radio"/>		No <input type="radio"/>		
Transported to:						Transported by:														

N P R O P E R T Y O W N E R S	If Property other than vehicles damaged explain		Object Damaged												Estimate of Damage	
	Owner's Last Name			First Name			Middle Name			Phone Number						
	Address			City			State		Zip Code		Was owner or tenant notified? 1 = Yes 2 = No 9 = Unknown					
	If Property other than vehicles damaged explain		Object Damaged												Estimate of Damage	
Owner's Last Name			First Name			Middle Name			Phone Number							
Address			City			State		Zip Code		Was owner or tenant notified? 1 = Yes 2 = No 9 = Unknown						

W I T N E S S	Last Name	First Name	Address		City	State	Zip Code	Phone Number
	Last Name	First Name	Address		City	State	Zip Code	Phone Number
	Last Name	First Name	Address		City	State	Zip Code	Phone Number
	Last Name	First Name	Address		City	State	Zip Code	Phone Number
	Last Name	First Name	Address		City	State	Zip Code	Phone Number

Is This a Secondary Crash? Y <input type="radio"/> N <input checked="" type="radio"/>		Type of Primary Incident			Roadway Clearance Date 11/15/2022		Incident Clearance Date 11/15/2022	
Signature of Officer DEPUTY DEREK DENNISTON		Badge Number 53-07	Time Officer Notified of Accident 23:16 Hrs.		Roadway Clearance Time 23:35 Hrs.		Incident Clearance Time 23:55 Hrs.	
Name of Agency JONES COUNTY SHERIFF'S OFFICE		Date of Report 11/15/2022	Time Officer Arrived At Scene 23:18 Hrs.		Total Roadway Clearance Time 00:19		Total Incident Clearance Time 00:39	
Report Reviewed By		Date of Review	Investigation made at scene? Y <input type="radio"/> N <input checked="" type="radio"/>		T.I. No.		Other Technical Investigating Agency	

INVESTIGATING OFFICER'S REPORT
OF MOTOR VEHICLE ACCIDENT

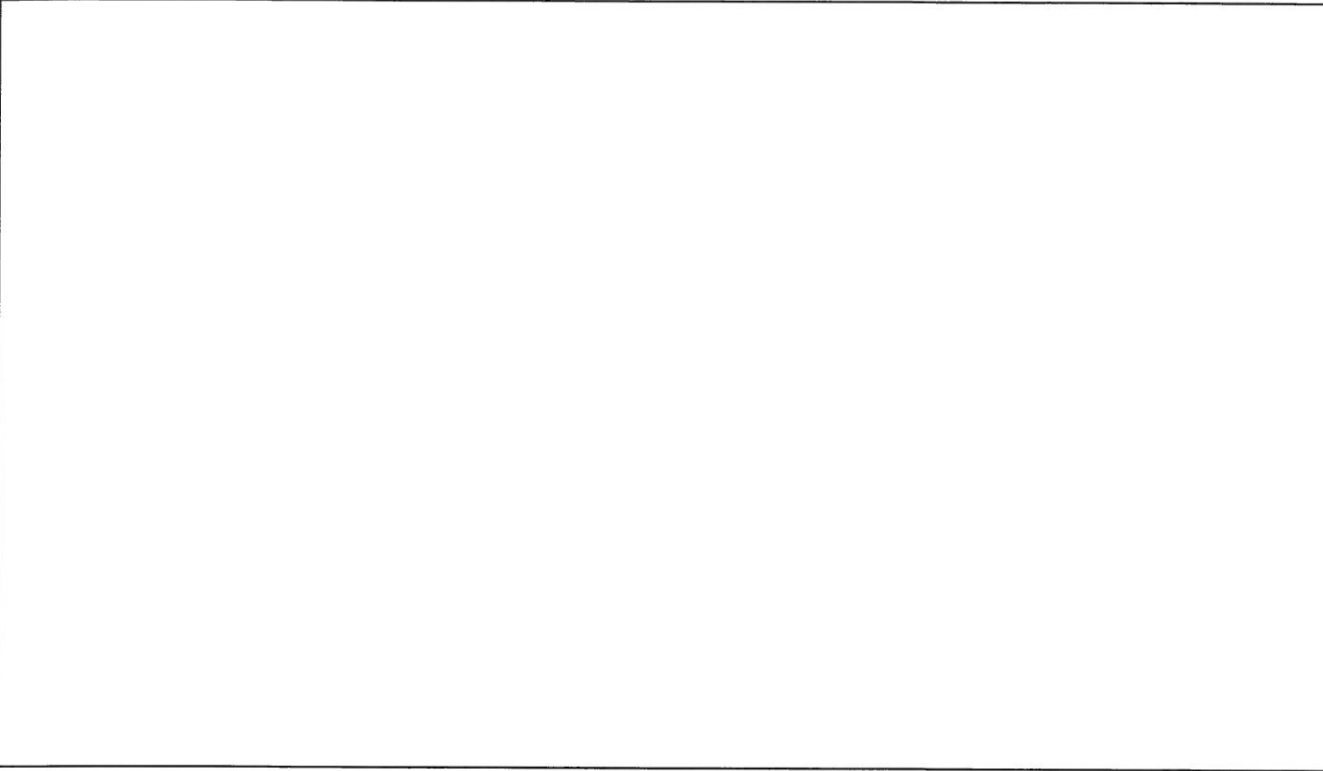
Form 4433003 (11-13)

Law Enforcement Case Number:

22-13961

MAIL REPORTS TO: Iowa Department of Transportation, Office of Driver Services, P.O. Box 9204, Des Moines, Iowa 50306-9204

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Unit one was southbound with two correctional officers in the vehicle when a deer entered the roadway. Unit one was unable to avoid contact with the deer striking it with the front of the vehicle. The vehicle was driven back to ASP where the report was taken. Both occupants of the vehicle left prior to my arrival. I was in contact with Sgt Smith at ASP to gather the needed information to complete the accident report. CO Richard Orr was the passenger in Unit one.

DAS - Fleet

Loss/Risk valuation Calculation

Variables - Input:

Agency	243 - Anamosa Corrections
Vehicle Number	1650
Vehicle - Yr, Make, Mode	2014 Dodge Grand Caravan SE
VIN#	2C4RDGBG7ER407552
Date of Report	12/30/2022
Claim Number	247858
Mileage	141,599

Dealership Price - Off Contract	\$24,325.00
Purchase Price - On Contract	\$20,784.00
NADA - Trade in - Clean Value @ Time of Loss	\$10,030.65

Calculations:


Dealership Price - Off Contract	\$24,325.00
Purchase Price - On Contract	\$20,784.00
Difference	\$3,541.00
Percentage Difference	14.56%

NADA Value @ Time of Loss or purchase price, which ever is lower	\$10,030.65
Percentage Decrease for Contract Price	14.56%
Loss calculated	8,570.19

Loss Amount to be Provided to Agency: \$8,570.19

NADA Value @ Time of Loss or purchase price, which ever is lower	\$10,030.65
Repair Estimate	\$10,068.53
Damage Disclosure Needed (Over 70%)	100.38%

Purchase Invoice and Vehicle Checklist:

MOTOR VEHICLE PURCHASE AGREEMENT			DATE 08/18/2014																																	
 Stew Hansen CHRYSLER • DODGE • JEEP 12103 Hickman Rd Urbandale, IA 50323 SALES PERSON Harry Bougher		BUYER State Of Iowa COUNTY _____ ADDRESS 301 E 7TH ST DES MOINES STATE IA ZIP 50319-1934 BUYER REPRESENTATION MONTH _____ COUNTY _____ REPRESENTATIVE (515) 281-5122 MULTIPLE (515) 242-6226																																		
DESCRIPTION OF PURCHASED VEHICLE <input checked="" type="checkbox"/> NEW <input type="checkbox"/> USED <input type="checkbox"/> DEMO <input type="checkbox"/> CAR <input type="checkbox"/> TRUCK <input type="checkbox"/> VAN STOCK NO. 4G3620 TO BE DELIVERED ON OR ABOUT 08/27/2014																																				
YEAR 2014 MAKE Dodge MODEL Grand Caravan BODY TYPE 2WD Minivans VIN# 2C4RDGBG7ER407552 COLOR BRIGHT WHITE TRU 4dr Wgn SE																																				
PRICE OF VEHICLE	\$24,784.00	TRADE-IN ALLOWANCE AND OTHER CREDITS																																		
ACCESORIES		TRADE-IN MAKE	MODEL																																	
		PLATE NO	YEAR																																	
		BEHOLDEN TO																																		
		ADDRESS																																		
		TRADE-IN ALLOWANCE																																		
		LESS BEHOLDEN																																		
		NET TRADE-IN ALLOWANCE (DETERMINING TRADE-IN DED)																																		
		DEFERRED CREDIT BALANCE																																		
		MANUFACTURER CREDIT (IF ANY)	\$4,000.00																																	
		TOTAL DOWN PAYMENT (TRANSFER TO LEFT COLUMN)																																		
		\$4,000.00																																		
BUYER'S TRADE-IN CERTIFICATION If you are trading in a vehicle, you certify the following:																																				
1. That there is no salvage or repair history on the vehicle (if that would affect the value of the vehicle). If there is salvage or repair history on the title, you agree that the dealer may cancel this sale. That to the best of your knowledge, the vehicle was never on a salvage, rebuilt or flood title in this or any other state.																																				
2. That the air bags are intact and in working order.																																				
3. That while you have owned the trade-in, its odometer has not been replaced, replaced with or altered in any way. That the odometer statement, damage disclosure statement and prior vehicle history which you provided us for your trade-in is true and correct.																																				
4. That the original emission control system (including the catalytic converter) is intact. That the engine and transmission have not been changed from the manufacturer's original specifications. That the trade-in does not have a cracked or defective head, block, powertrain or frame.																																				
DISCLAIMER OF WARRANTY																																				
IF THERE IS A MANUFACTURER'S WARRANTY ON THE VEHICLE YOU ARE BUYING, THE DEALER IS NOT A PARTY TO IT AND IT IS NOT A PART OF THIS CONTRACT. IF WE ARE AUTHORIZED BY THE MANUFACTURER TO PERFORM WARRANTY WORK ON YOUR VEHICLE WE HOPE THAT YOU ASK US TO PERFORM THE WORK. HOWEVER, THE MANUFACTURER'S WARRANTY IS BETWEEN YOU AND THE MANUFACTURER, AS FAR AS THE DEALER IS CONCERNED YOU UNDERSTAND THAT THE VEHICLE IS SOLD "AS IS" WITH ALL FAULTS AND THAT WE MAKE NO WARRANTY OF MERCHANTABILITY AND NO WARRANTY THAT THE VEHICLE IS FIT FOR ANY PARTICULAR PURPOSE. (There is additional information in (2) on the back of this contract.)																																				
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"></td> <td style="text-align: center;">Administrative Fee</td> <td></td> </tr> <tr> <td style="text-align: right;">\$24,784.00</td> <td>CASH PRICE</td> <td style="text-align: right;">\$24,784.00</td> </tr> <tr> <td></td> <td>Less Administrative Fee</td> <td></td> </tr> <tr> <td style="text-align: right;">\$4,000.00</td> <td>LESS TRADE-IN ALLOWANCE</td> <td></td> </tr> <tr> <td style="text-align: right;">\$20,784.00</td> <td>TAX/DUES/REG</td> <td></td> </tr> <tr> <td>TAX</td> <td>TITLE/FEE</td> <td>LICEN/FEE</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="3">LESS DEFERRED CREDIT (TO BE PAID AT DELIVERY)</td> </tr> <tr> <td colspan="2">TOTAL CASH DELIVERED PRICE</td> <td style="text-align: right;">\$24,784.00</td> </tr> <tr> <td colspan="2">LESS TOTAL DOWN PAYMENT</td> <td style="text-align: right;">\$4,000.00</td> </tr> <tr> <td colspan="2">UNPAID CASH BALANCE DUE ON DELIVERY</td> <td style="text-align: right;">\$20,784.00</td> </tr> </table>		Administrative Fee		\$24,784.00	CASH PRICE	\$24,784.00		Less Administrative Fee		\$4,000.00	LESS TRADE-IN ALLOWANCE		\$20,784.00	TAX/DUES/REG		TAX	TITLE/FEE	LICEN/FEE				LESS DEFERRED CREDIT (TO BE PAID AT DELIVERY)			TOTAL CASH DELIVERED PRICE		\$24,784.00	LESS TOTAL DOWN PAYMENT		\$4,000.00	UNPAID CASH BALANCE DUE ON DELIVERY		\$20,784.00	OTHER INFORMATION OR TERMS OF SALE DO# 005 08111400325		
	Administrative Fee																																			
\$24,784.00	CASH PRICE	\$24,784.00																																		
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<p>You understand that this agreement (including the terms on the back) is an offer to purchase the vehicle described which will become a binding contract once the dealer has signed it. This document represents the complete agreement between you and the dealer regardless of any other oral, written or prior agreements or representations. However, if you are buying a used vehicle, the information you see on the window for this vehicle is part of the contract and the information on the window form overrides any contrary provision in this contract.</p> <p>Iowa law requires us to give you the following notice: You understand that liability insurance coverage which would protect you under the Iowa Motor Vehicle and Safety Responsibility Act IS NOT INCLUDED in your purchase of this motor vehicle.</p> <p>By signing this contract, you are certifying that you are at least 18 years old (if there are two buyers, that at least one of you is 18 years of age), that you have read this contract, front and back, and agree to its terms, and that you have received a copy of it.</p>																																				
		X _____ BUYER																																		



Vehicle Check List

Make: Dodge Model: Grand Caravan Year: 2014
 Date Received: 9/14/14 Dealer: Stewart Odometer: 22
 VIN Number: 2C4RDGEG7ER403592 New Reissue
 Vehicle Inspection for Damage
 Color: white Engine Size: 3.6L FFU Cyl: V-6

Passenger Vans (Please check one)
 Mini (5-7 passengers) Mid-Size (7-9 passengers) Full Size (12-15 passengers)

Pick Up Truck (Please check one)
 1/4 Ton 1/2 Ton 3/4 Ton 1 Ton 1 Ton DRW Other

Features

Radio Tilt A/C Cruise Power Seats Power Locks
 Power Windows Rear Heat A/C Engine Heater Tow Package Snow Plow Package
 Class Hitch: III IV V
 Transmission: Automatic Manual
 Drive Train: Front Wheel Drive Rear Wheel Drive All Wheel Drive 4X2 4X4
 Fuel Efficiency: Diesel Hybrid All Electric CNG (Compressed Natural Gas)
 Air Bag: Driver Passenger
 ABS Brakes: RW 4W
 Total Box Length: _____ Inches
 Cab: Conventional Extended Crew
 Warranty: Basic Power Train Emission GVWR

Additional Equipment (Please specify)
Class 110
 ANTIMONY
 LISA REWASSEL

Vehicle Equipped as Ordered: Key Number: _____ Vehicle Number: 11050
 DO #: 03111400325 Approval Signature: [Signature] Date: 9/15/14
 Checked in by: [Signature] Date Checked in: 9/14/14 Acct String #: 1-243-A43-1231

Dealership "Sticker" Price when vehicle was purchased:

Vehicle Selector

Free Form Drill Down

Class	All Classes
Year	2014
Make	Dodge
Model	Grand Caravan
Series	SE
Style	Wagon

Basic Vehicle Info

2014 Dodge Grand Caravan SE Wagon

MSRP: \$20,395 VIN: 2C4CDGGBGE

Loan Value: \$8,225 UVC: 2014240049

Equip Ret: \$24,325 Model #: RTKH53

MPG: 17/25 Price Incl: 6CY AC AT

CCC ONE MARKET VALUATION

REPORT SUMMARY

CLAIM INFORMATION

Owner	State Of Iowa, Unknown Marion, IA 52302
Loss Vehicle	2014 Dodge Grand Caravan SE
Loss Incident Date	12/30/2022
Claim Reported	01/05/2023

INSURANCE INFORMATION

Report Reference Number	110970964
Claim Reference	APDSOI0247858-001
Adjuster	Qcstl, Qcstl
Odometer	141,599
Last Updated	01/05/2023 09:46 AM

VALUATION SUMMARY

Base Vehicle Value	\$ 9,553.00
Adjusted Vehicle Value	\$ 9,553.00
Vehicular Tax (5%)	+ \$ 477.65
Tax reflects applicable state, county and municipal taxes.	

Total **\$ 10,030.65**