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

SEAL SEAL STATE OF 10 P.

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 \$2,558.00, subject to audit of actual invoices. On January 4, 2023, Vehicle #1948 was damaged by vandalism. 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

TOR OF STRIFE OF TO THE OF THE OF

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: Vehicle #1948 Vandalized on January 4, 2023

Department of Administrative Services

Claim dated January 19, 2023

AOS Claim ID: 3437

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 \$2,558.00, subject to an audit of actual invoices.

Sincerely,

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



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	#1948/Vandalized
Event Date	January 4, 2023
Summary	Vehicle #1948 was vandalized while parked at the official domicile location. (250070)
Amount Requested	\$2,558.00 - 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 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>

Thu, Jan 5, 2023 at 3:07 PM

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 1948 was vandalized on 1/4/23. Attached is the estimate and damage report.

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,

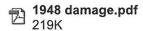


DAS Fleet Services, Risk

Iowa Department of Administrative Services Division of Business and Property Services

Office: 515-725-2243 Das.Risk@iowa.gov https://das.iowa.gov

2 attachments

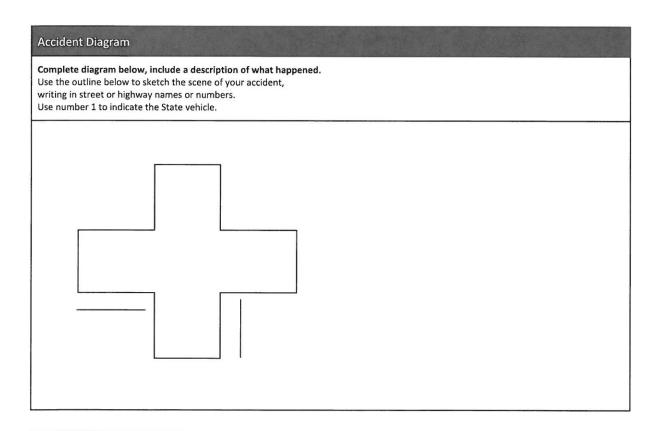


Preliminary_Estimate (61).pdf 75K

Vehicle Accident Report

Time and location of accide	ent					
Accident Date (Mo/Day/Year)		Time	No. of Vehicles			
1/4	1/23	1515	1			
County		State				
На	rdin	lowa				
Vehicle 1 (State vehicle)						
Driver's Name		Work Street Address				
N	IA	3211 Edgington Avenue				
Driver's License No./State		City, State, Zip				
N	IA	Eldora, l	A 50672			
Date of Birth	Department	Work Phone	Home Phone			
NA	DHS	641-858-5402	NA			
License Plate No.	VIN	Year, Make, Model				
1948	2C4RDGBGXJR255227	2018 Dodge Caravan				
Estimate (\$) of Damage		Description of Damage				
3000		Student pulled drivers door, bent door, broke trim, kicked the lower front bumper and punched the passenger's side of the van in several locations before being placed inside the vehicle for transportation.				
Vehicle 2 (other vehicle) if r	nore than two vehicles-use a	dditional 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	The state of the s				
Name	Address/Phone				
Name	Address/Phone				



Accident Information Exchange Sheet						
Other Vehicle information	A 1997 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1					
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 a	along with the accident report to DAS Fleet Service within 72 hours of the accident.					
Complete the n	ext section, tear at the dotted line and give to the other party involved.					
State Vehicle Insurance Info	rmation					
Driver's Name						
Driver's License No./State						
Vehicle Plate No.						
Vehicle year, makel, model						
VIN						
	The State of lowa is self-insured. ou have any questions regarding an accident, please contact DAS Fleet Services at 515-281-3162 of <u>DAS.Risk@iowa.gov</u>					

QUALITY CLAIMS SOLUTIONS

105 N Krohn Place SIOUX FALLS, SD 57103 Phone: (877) 237-3727, FAX:(866) 371-2844

qcs@qcsdirect.com

For:

QUALITY CLAIMS SOLUTIONS

DAS Fleet Services

Estimate of Record

Owner: TRAINING SCHOOL Job Number:

Written By: David Kelley

Insured:

TRAINING SCHOOL

Policy #:

UNKNOWN

Claim #:

APDSOI0250070-001

Type of Loss:

Collision

Date of Loss:

1/6/2023 12:00 PM

Days to Repair:

Workfile ID:

78c0416a

TRAINING SCHOOL

ELDORA, IA 50627

Point of Impact: 03 Right T-Bone (Right

Side)

Owner:

Inspection Location:

M & M COLLISION

2131 EDGINGTON AVE Eldora, IA 50627

Other

(641) 858-3886 Evening

Repair Facility:

VEHICLE

2018 DODG Grand Caravan SE 4D VAN 6-3.6L Flex Fuel Sequential MPI GREY

VIN:

2C4RDGBGXJR255227

Production Date:

Interior Color:

License:

Odometer:

0

Exterior Color:

GREY

State:

Condition:

TRANSMISSION

POWER

Power Steering

Power Brakes

Automatic Transmission

CONVENIENCE Air Conditioning

Intermittent Wipers

Tilt Wheel Cruise Control Rear Defogger

Power Windows Power Locks Keyless Entry

Power Mirrors Steering Wheel Touch Controls **Heated Mirrors**

Rear Window Wiper **DECOR** Telescopic Wheel **Dual Mirrors** Climate Control **Body Side Moldings Dual Air Condition** Privacy Glass Backup Camera

RADIO Overhead Console Wood Interior Trim AM Radio FM Radio

Stereo Search/Seek CD Player

Auxiliary Audio Connection

SAFETY

Drivers Side Air Bag Passenger Air Bag Anti-Lock Brakes (4)

4 Wheel Disc Brakes Traction Control Stability Control

Front Side Impact Air Bags Head/Curtain Air Bags

SEATS

Cloth Seats

Bucket Seats

Reclining/Lounge Seats

3rd Row Seat

Retractable Seats

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

OTHER

Rear Spoiler California Emissions

TRUCK

Rear Step Bumper

Estimate of Record

Owner: TRAINING SCHOOL

Job Number:

2018 DODG Grand Caravan SE 4D VAN 6-3.6L Flex Fuel Sequential MPI GREY

Line		Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1	FRONT BUMI	PER						
2			O/H front bumper				2.0	
3	** <>	Repl	A/M Bumper cover	68088966AB	1	322.00	Incl.	3.0
			Note: A/M BUMPER COVER LOCATION DAYS AT TIME OF CHECK. PART N					TO 2
4			Add for moldings				0.3	
5	FENDER							
6	*	Rpr	RT Fender				2.0	2.2
7			Overlap Major Non-Adj. Panel					-0.2
8	FRONT DOOR	2						
9	*	Rpr	RT Outer panel				2.5	2.3
10			Overlap Major Adj. Panel					-0.4
11		R&I	RT Belt w'strip black				0.4	
12		R&I	RT R&I mirror				0.3	
13		R&I	RT Handle, outside w/o easy entry matt black				0.3	
14	SIDE LOADIN	IG DOO	R					
15	*	Rpr	RT Outer panel				2.5	2.4
16			Overlap Major Adj. Panel					-0.4
17		R&I	RT Belt w'strip black				0.3	
18		R&I	RT Lower w'strip				0.1	
19		R&I	RT Handle, outside matt black				0.4	
20		R&I	RT R&I trim panel				0.5	
21		Repl	LT Applique front all	5020667AA	1	110.00	0.2	0.3
22			Clear Coat					2.5
23	#		Hazardous Waste		1	3.00		
24	#		Cover Car		1	5.00		
25	#		Flex Agent		1	5.00		
12 7/10/19		320,000 - 00 - 1500	3	SUBTOTALS		445.00	11.8	11.7

Estimate of Record

Owner: TRAINING SCHOOL

Job Number:

2018 DODG Grand Caravan SE 4D VAN 6-3.6L Flex Fuel Sequential MPI GREY

ESTIMATE TOTALS

Category	Basis		Rate	Cost \$
Parts				445.00
Body Labor	11.8 hrs	@	\$ 70.00 /hr	826.00
Paint Labor	11.7 hrs	@	\$ 70.00 /hr	819.00
Paint Supplies	11.7 hrs	@	\$ 40.00 /hr	468.00
Subtotal			8	2,558.00
Total Cost of Repairs				2,558.00
Deductible				0.00
Total Adjustments			55	0.00
Net Cost of Repairs	1			2,558.00

THIS IS NOT AN AUTHORIZATION TO BEGIN REPAIRS.

SUPPLEMENTS - Please be advised that the INSURANCE COMPANY requires notice of any supplements prior to the work being performed. Failure to notify INSURANCE COMPANY and allow INSURANCE COMPANY to review the supplemental charges may result in non-payment of the supplemental items.

ESTIMATE AUDIT - THIS DOCUMENT IS NOT AN APPRAISAL. INQUIRIES SHOULD BE DIRECTED TO THE INSURANCE COMPANY LISTED AT THE TOP OF THIS DOCUMENT.

REPAIR SHOPS CAN CONTACT QCS AUDITOR FOR ANY REPAIR RELATED INQUIRIES AT 1-877-237-3727.

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.