



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

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December 13, 2021

Victoria Newton
Executive Council
L O C A L

Subject: Hail Damage to Vehicle #696, #319, #61, #31 and #775 on July 09, 2021
Department of Administrative Services
Claim dated July 29, 2021
AOS Claim ID: 2171

In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damages. 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. The Department requested an allocation of \$13,804.55; however, the estimate includes vehicle damage inspection costs of \$70.00. These costs are considered administrative costs since they are incurred regardless of whether or not a claim is allowed under Chapter 29C.20 of the Code of Iowa. In addition, one vendor estimate included sales tax of \$161.63. These amounts will be deducted from the Department's request. Therefore, we recommend an Executive Council allocation in the amount of \$13,572.92, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in cursive script that reads "Marlys K. Gaston".

Marlys K. Gaston, CPA
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services
Jacquie Holm-Smith, Fleet Services Manager, Department of Administrative Services
Linda Leto, Department of Management