

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

May 6, 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 \$141.91. This brings the total allocation to \$6,197.85. On October 22, 2023, Vehicle #1368 was damaged by deer. Request was to cover repair costs. This represents full and final payment and this allocation will be closed.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot

Kristi Onstot
Acting 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 # 3630
TOS Job # 2523



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

April 11, 2024

Victoria Newton
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #1368 on October 22, 2023
Department of Administrative Services
Claim dated October 26, 2023
AOS Claim ID: 3630

The Department's request included a supplemental allocation request of \$141.91 because additional damages were identified. We recommend Executive Council approval of the supplemental allocation of \$141.91, which increases the allocation to \$6,197.85. 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>6,197.85</u>
Executive Council allocation (Revised)			\$	6,197.85
Less:				
Previous payments	\$	0.00		
This payment		<u>6,197.85</u>		
Total			\$	<u>6,197.85</u>
Remaining Executive Council allocation			\$	<u>0.00</u>

We recommend that reimbursement be made in the amount of \$6,197.85. 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



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

Date: January 11, 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: REIMBURSEMENT REQUEST - 29C20 Claim

AOS Claim #	3630
Vehicle / Event	#1368/Animal
Event Date	October 22, 2023
Summary	Vehicle 1368 struck a deer. (268538)
Amount Requested	\$6,197.85 - 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,

Karl Bubser, Fleet Administrator
DAS Fleet Services
karl.bubser@iowa.gov
515-281-3162



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

December 28, 2023

Victoria Newton
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #1368 on October 22, 2023
Department of Administrative Services
Claim dated October 26, 2023
AOS Claim ID: 3630

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. The Department requested an allocation of \$6,479.86; however, the estimate from the vendor includes sales tax of \$423.92. This amount will be deducted from the Department's request. Therefore, we recommend an Executive Council allocation in the amount of \$6,055.94, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Ernest H. Ruben, Jr." with a stylized flourish at the end.

Ernest H. Ruben, Jr., 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: October 26, 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	#1368/Deer
Event Date	October 22, 2023
Summary	Vehicle 1368 struck a deer. (268538)
Amount Requested	\$6,479.86 - 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

Warrants

[Menu](#)

	Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓	2024	72854461	1	\$930.60	01/04/2024		00002099911
	2024	72854461	2	\$112.50	01/04/2024		00002099911
	2024	72854461	3	\$1,044.00	01/04/2024		00002099911
	2024	72854461	4	\$4,110.75	01/04/2024		00002099911

First Prev Next Last

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▼ **Warrant Information**

Fiscal Year : 2024 **Amount :** \$6,197.85
Warrant Number : 72854461 **Vendor Customer :** 00002099911
Line Number : 1 **Last Updated :** 1/4/24

▼ **Issue Information**

Issued : 01/04/2024 **Void :**
Document ID : RISK00524002001 **Duplicate :**
Document Line Number : 1 **Stop :**
Line Amount : \$930.60
Comments :

▼ **Redeemed Information**

Redeemed : **Batch Number :**
Redeemed Bank : **Sequence Number :**
Redeemed Fund :
Redeemed Department :

▼ **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 :

[Top](#)



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

29C20

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

Tue, Oct 24, 2023 at 2:42 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 1368 struck a deer on 10/22/23. I apologize it is a day late, I was out sick yesterday; the department reported the accident 10/23/23. 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>

Vehicle Accident Report

Time and location of accident

Accident Date (Mo/Day/Year)	Time	No. of Vehicles
10-22-2023	2000hrs	1
County	State	
van buren	IA	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Chris Flynn		12895 Hickory Avenue	
Driver's License No./State		City, State, Zip	
185AD9558		birmingham, IA 52535	
Date of Birth	Department	Work Phone	Home Phone
01-14-1971	natural resources	641-919-9115	319-330-6241
License Plate No.	VIN	Year, Make, Model	
1368	3GCUDAED9PG232349	2023 Chevrolet Silverado Z-71	
Estimate (\$) of Damage		Description of Damage	
		Deer damage on front left corner	

Vehicle 2 (other vehicle) if more than two vehicles-use additional forms

Driver's Name		Street Address	
N/A			
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
N/AN/A	
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
driver only	
Name	Address/Phone

Accident Diagram
<p>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.</p>

Accident Information Exchange Sheet

Other Vehicle information

Driver's Name	N/A
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	N/A
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

FESLER AUTO MALL
bodyshop@feslerautomall.com
1922 HIGHWAY 34, Fairfield, IA 52556
Phone: (641) 472-3121
FAX: (641) 472-2718

Workfile ID: 1f46a9db
PartsShare: 7Cz6QX
Federal ID: 36-2703071
State ID: 51-004986

Preliminary Estimate

Customer: IOWA DNR

Job Number:

Written By: Ken Everly

Insured: IOWA DNR
Type of Loss:
Point of Impact:

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:
IOWA DNR
(319) 330-6241 Cell

Inspection Location:
FESLER AUTO MALL
1922 HIGHWAY 34
Fairfield, IA 52556
Repair Facility
(641) 472-3121 Business

Insurance Company:

VEHICLE

2023 CHEV Silverado 1500 Work Truck Crew Cab 147" WB 4WD 4D SHORT 8-5.3L Gasoline Direct Injection

VIN: 3GCUAED9PG232349
License:
State:

Interior Color:
Exterior Color:
Production Date:

Mileage In:
Mileage Out:
Condition:

Vehicle Out:
Job #:

TRANSMISSION

Automatic Transmission
Overdrive
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks

DECOR

Dual Mirrors

Tinted Glass

CONVENIENCE

Air Conditioning
Tilt Wheel
Keyless Entry
Message Center
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
Traction Control
Stability Control
Front Side Impact Air Bags

Head/Curtain Air Bags

Hands Free Device

Lane Departure Warning

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

TRUCK

Rear Step Bumper

Preliminary Estimate

Customer: IOWA DNR

Job Number:

2023 CHEV Silverado 1500 Work Truck Crew Cab 147" WB 4WD 4D SHORT 8-5.3L Gasoline Direct Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER					
2		O/H front bumper				3.0	
3	Repl	Front bumper chrome	85103441	1	867.35	Incl.	
4	# Rpr	INSTALL EMERGENCY LIGHTS IN NEW BUMPER AND GRILLE				2.0	
5	Repl	LT Air duct	85594103	1	62.77	0.2	
6	Repl	LT Inner bracket	23388668	1	36.20	Incl.	
7	Repl	LT Guide	84624943	1	10.57	Incl.	
8	Repl	LT Support brace	23388664	1	28.02	Incl.	
9	Repl	LT Bumper bracket	84878964	1	109.35	Incl.	
10	Repl	Bumper cover	85638716	1	483.85	Incl.	2.6
11		Add for Clear Coat					1.0
12		GRILLE					
13	Repl	Grille gold bowtie	84692656	1	794.22	Incl.	
14		FRONT LAMPS					
15	Repl	LT Headlamp assy	85543203	1	702.05	0.5	
16		Aim headlamps				0.5	
17		RADIATOR SUPPORT					
18	Repl	LT H'lamp bracket	84737956	1	50.77	0.3	0.5
19	# Rpr	Setup & measure				1.0 F	
20	* Rpr	Radiator support w/o fender structure (HSS)				<u>3.0</u>	<u>1.0</u>
21		Overlap Minor Panel					-0.2
22		FENDER					
23	Repl	LT Fender w/o ZR2	84502610	1	586.12	2.1	2.2
24		Add for Clear Coat					0.9
25		Add for Edging					0.5
26		Add for Clear Coat					0.1
27	Repl	LT Extension w/o ZR2	85134046	1	16.97		
28	Repl	LT Fender liner bracket w/o ZR2	84260332	1	28.17		
29	** R&I	A/M Mud flap				0.2	
30	Repl	LT Nameplate "Z71" chrome	84632694	1	59.73	0.2	
31		FRONT DOOR					
32	Blnd	LT Door shell Redesign w/o High Country (ALU)					1.2
33	R&I	LT Belt molding black				0.3	
34	R&I	LT Upper molding w/o LTZ, High Country				0.3	
35	R&I	LT Applique w/o LTZ, High Country				0.2	
36	R&I	LT R&I mirror				0.3	
37	R&I	LT R&I trim panel				0.4	
38	* R&I	<u>LT Handle, outside</u>				0.3	

Preliminary Estimate

Customer: IOWA DNR

Job Number:

2023 CHEV Silverado 1500 Work Truck Crew Cab 147" WB 4WD 4D SHORT 8-5.3L Gasoline Direct Injection

39	#	Subl	Hazardous waste removal	1	5.00	T
40	#	Repl	Cover Car	1	20.00	T
41	#	Repl	Corrosion protection	1	20.00	T
SUBTOTALS					3,881.14	14.8
						9.8

ESTIMATE TOTALS

Category	Basis		Rate	Cost \$
Parts				3,836.14
Body Labor	13.8 hrs	@	\$ 68.00 /hr	938.40
Paint Labor	9.8 hrs	@	\$ 68.00 /hr	666.40
Frame Labor	1.0 hrs	@	\$ 80.00 /hr	80.00
Paint Supplies	9.8 hrs	@	\$ 50.00 /hr	490.00
Miscellaneous				45.00
Subtotal				6,055.94
Sales Tax	\$ 6,055.94	@	7.0000 %	423.92
Grand Total				6,479.86

MyPriceLink Estimate ID / Quote ID:

1146449383944888320 /

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.