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 12<sup>th</sup> 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

Adam Steen, Director, Department of Administrative Services
 DAS Fleet Services, Risk
 Matt Bender, Department of Management
 Heather Hackbarth, Department of Management

# 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>\$</u>	6,197.85
Executive Council allocation (Re	evised)	\$	6,197.85
Less: Previous payments This payment Total	\$ 0.00 <u>6,197.85</u>	\$	6,197.85
Remaining Executive Council al	location	\$	0.00

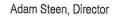
We recommend that reimbursement be made in the amount of \$6,197.85. This represents <u>full</u> and <u>final</u> payment on this allocation.

Sincerely,

Brian R. Brustkern, CPA Deputy Auditor of State

By R. Bis

cc: Adam Steen, Director, Department of Administrative Services
Mariah Fucaloro, Fleet Services Manager, Department of Administrative Services





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

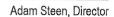
AOS Claim ID: 3630

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,

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

cc: Adam Steen, Director, Department of Administrative Services Mariah Fucaloro, Fleet Services Manager, Department f Administrative Services Heather Hackbarth, Department of Management





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

00002099911

00002099911

00002099911

#### Warrants

2024

2024

2024

72854461

72854461

72854461

Fiscal Year | Warrant Number | Line Number | Line Amount | Issued | Redeemed | Vendor Customer |

01/04/2024

01/04/2024

01/04/2024

\$930.60

\$112.50

\$1,044.00

1

2

3

2024	70054464			01/04/2024		
2024 First Prev Next	72854461	4	\$4,110.75	01/04/2024	00002099911	
Search #	<b>l</b> e					
<b>▼</b> Warrant Inform	ation					3,00
Fiscal Yea	ar: 2024		Amount: \$6	6,197.85		
Warrant Number	er: 728544	61 Vendor	Customer: 00			
Line Number	er: 1	Las	st Updated : 1/	/4/24		
▼lssue Informati	on					
	Issued:	01/04/2024	Voi	id : 🗍		
Doc	ument ID :	RISK00524002001	Duplicat	te : []		
Document Line			Sto	p : [		
Line	Amount :	\$930.60				
Co	omments :					
▼Redeemed Info	rmation					
A SECTION OF THE PROPERTY OF T	deemed :		Batch Num	iber:		
Redeeme	ed Bank :		Sequence Num			
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▼Fund Accountin	na					
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Sub Fund :			Sub Object :		Dept Revenue :	
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FESTER AUTO MALL 

1922 Hwy 34 P O Box 2290 Fairfield, IA 52556 Fax: (641) 472-2719 (641) 472-2161

R/O Number 10/27/23 R/O Close Date R/O Open Date 12/28/23 Miesge in SERVICE DEPARTMENT HOURS 8 00 a.m. to 5:00 p.m. Monday - Friday Closed Saturday & Sunday

8008235/ Status Reprint Meage Out 1254 1254 125 Service Advisor / Tag #

Ken Everly
Vehicle identification Number
3 GCUDAED9 PG232349
Delivery Date | Inservice Date
| 00/00/00 AMOUNT 12852.10 1762.89 1636.27 1610.56 1628.07 16109.56 16484.81 16795.86 1679.86 1679.86 1679.86 1679.86 1679.86 4976.44 Total: CREW CAB 147" Installed 8594103 \*\*IN-DAT (07831-CT)
Installed 85594103 \*\*IN-DAT (07833-CT)
Installed 23388668 \*\*IN-DAT (07833-CT)
Installed 23388664 \*\*IN-BRACKET (07669-CT)
Installed 23388664 \*\*IN-BRACKET (07836-CT)
Installed 24378964 \*\*IN-BRACKET (07836-CT)
Installed 84678964 \*\*IN-BRACKET (07831-CT)
Installed 84692656 \*\*IN-BRACKET (07831-CT)
Installed 84737956 \*\*IN-BRACKET (08024-CT)
Installed 84502610 \*\*IN-BRACKET (08024-CT)
Installed 84502610 \*\*IN-BRACKET (08130-CT)
Installed 84502610 \*\*IN-BRACKET (08133-CT)
Installed 84502694 \*\*IN-BRACKET (08147-CT)
Installed 8460332 \*\*IN-BRACKET (08147-CT)
Installed 8460333 \*\*IN-BRACKET (08133-CT) Work Phone Home Phone Parts: 4102.24 Body :N-SHUTTER (07833-C) 4WD NB RPE: REPAIR PER ESTIMATE NB PPE: PAINT PER ESTIMATE 150 SILVERADO 874.20 Tech: SHAWN PHILLIPS(3) DESCRIPTION OF SERVICE AND PARTS CELL: 319-330-6241 REPAIR PER ESTIMATE Labor: SIATE OF IONA DNR CHEVROLET Sub Total: 2023 # 23 #3

Total: 37.20 Sub Total: Labor: 37.20 Parts: .00 Total: 3 #25 D1 12/7 Verify side detection currently unavailable message is on, install scan tool to verify history U0146/00 lost communication with LABOR Tech: TERRY DOUD (25) PAINT PER ESTIMATE

37.20

To U.S. STRICTLY CASH UNE is a ANANAGEMENT SAR, MADE Through a cross to be regarded in the control of the contr

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NO RETURN ON ELECTRICAL OR SAFETY ITEMS OR SPECIAL ORDERS.

A CALL THE STREET

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TOTAL DUE

1922 Hwy 34 AUTO MALL

STATE OF IOWA DNR

Fax (641) 472-2719 P O Box 2290 Fairfield, IA 52556 (641) 472-2161

1/27/23 R/O Close Date 12/28/23 Mileage in 1254

R/O Number

8008235/ Status 3GCUDAED9PG232349
Delivery Date In-Service Date Reprint Mileage Out 1254 Vehicle Identification Number Service Advisor / Tag # Ken Everly SERVICE DEPARTMENT HOURS 8 00 a m. to 5:00 p.m. Monday - Friday Closed Salurday & Sunday Home Phone Work Phone

00/00/00

00/00/00

4WD CREW CAB 147"

SILVERADO 150

CHEVROLET

2023

AMOUNT serial data gateway module stored in parking assist control module, use scan tool to clear code, verify currently does not reset. Perform tob/pi search to find #PIT5907C Note: Please do not attempt to program the K182 Park Assist module at this time until a verified fix is DESCRIPTION OF SERVICE AND PARTS available.

#25 D2 12.18 Verify side detection temporarily unavailable message is back on, install scan tool to perform dtc system check to verify no codes stored at this time. Verify does have amount of gravel road debris around both rear modules, tried to clean debris, sugggest wait for above repair then proceed from there.

NB PPE: PAINT PER ESTIMATE Tech: SHAWN PHILLIPS(3) paint per estimate 44

1184.21

\* We appreciate the opportunity to serve you!

HAZARDOUS MATERIALS SALES TAX OR TAX I.D. SPECIAL ORDER DEPOSIT SHOP SUPPLIES DEDUCTIBLE DISCOUNTS TOTAL DUE TOTAL STRICTLY CASH, IN FIT ARRAW MUTER, MALL THE WAS SERVED AS THE TOTAL OF THE TO

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NO RETURN ON ELECTRICAL OR SAFETY ITEMS OR SPECIAL ORDERS.

×



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

# 29C20

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

Tue, Oct 24, 2023 at 2:42 PM

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

apologize it is a day late, I was out sick yesteday; the department reported the accident 10/23/23. I will Please accept this email as initial 24 hr notification for AON, vehicle 1368 struck a deer on 10/22/23. forward all information as soon as it is received.

repairs to vehicles once approval is given. reports and estimates are due within 72 hours of an accident. Agencies have 60 days to complete All accidents must be reported via email or phone to Fleet Services within 24 hours. All accident

Thank you,



# DAS Fleet Services, Risk

lowa Department of Administrative Services

Division of Business and Property Services

Office: 515-725-2243

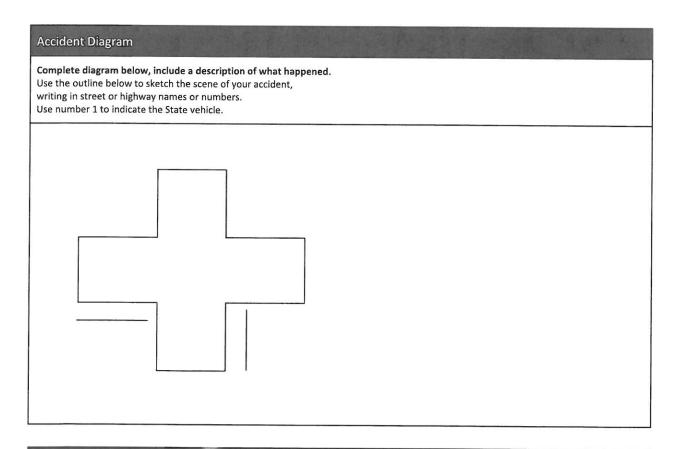
Das.Risk@iowa.gov

https://das.iowa.gov

# **Vehicle Accident Report**

Time and location of accid	ent			
Accident Date (Mo/Day/Year)		Time	No. of Vehicles	
10-22	2-2023	2000hrs	1	
County		State	•	
van	buren	J.	A	
Vehicle 1 (State vehicle)				
Driver's Name		Work Street Address		
Chris	Flynn	12895 Hick	ory Avenue	
Driver's License No./State		City, State, Zip		
185A	D9558	birmingham	n, 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 a	dditional forms		
Driver's Name		Street Address		
N	I/A		1.0	
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 Information Exchange Sheet							
Other Vehicle information	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 a	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 Info	prmation						

State Vehicle Insurance Information

Driver's Name N/A

Driver's License No./State

Vehicle Plate No.

Vehicle year, makel, 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: PartsShare:

1f46a9db 7Cz6QX

Federal ID: State ID: 36-2703071 51-004986

# **Preliminary Estimate**

**Customer: IOWA DNR** 

Job Number:

Written By: Ken Everly

Insured:

**IOWA DNR** 

Policy #:

Claim #:

Type of Loss:

Point of Impact:

Date of Loss:

Days to Repair: 0

Owner:

IOWA DNR

Inspection Location: FESLER AUTO MALL **Insurance Company:** 

(319) 330-6241 Cell 1922 HIGHWAY 34

Fairfield, IA 52556 Repair Facility

(641) 472-3121 Business

#### **VEHICLE**

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

VIN:

3GCUDAED9PG232349

Interior Color:

Mileage In:

Vehicle Out:

License:

Exterior Color:

Mileage Out:

Job #:

State:

Production Date:

Condition:

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 BUMP	ER	. (40,000				7 T 11 11 14 1	
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	3						
15		Repl	LT Headlamp assy	85543203	1	702.05	0.5	
16			Aim headlamps				0.5	
17	RADIATOR SU	PPORT						
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)			S	3.0	1.0
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			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			LT Applique w/o LTZ, High Country				0.2	
36		R&I	LT R&I mirror				0.3	
37			LT R&I trim panel				0.4	
38	*		LT Handle, outside				0.3	

# **Preliminary Estimate**

Customer: IOWA DNR								umber:
2023 C	HEV Silverado	o 1500 Work	Truck Crew Cab 147" WB 4WD	4D SHORT 8-5.3L Gasoline D	irect 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

EST	TM	ATE	TO	<b>TALS</b>

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		1500		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.