



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

June 3, 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 this date, approved payment of the following cost item:

Department of Administrative Services.....\$4,721.55
On July 3, 2023, Vehicle #2566 was damaged by a deer. Request was to cover repair costs.

This represents full and final payment.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot

Kristi Onstot
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 # 3561
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

May 13, 2024

Kristi Onstot
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #2566 on July 3, 2023
Department of Administrative Services
Claim dated July 18, 2023
AOS Claim ID: 3561

In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to the loss and have found the items to be in order as shown below:

Documented request		\$	<u>4,721.55</u>
Executive Council Allocation		\$	4,721.55
Less:			
Previous payments	\$	0.00	
This payment		<u>4,721.55</u>	
Total			\$ <u>4,721.55</u>
Remaining Executive Council allocation		\$	<u>0.00</u>

We recommend reimbursement be made in the amount of \$4,721.55. This represents full and final payment of the loss.

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: February 16, 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**

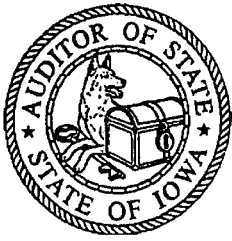
AOS Claim #	3561
Vehicle / Event	#2566/Animal
Event Date	July 3, 2023
Summary	Vehicle 2566 struck a deer. (261565)
Amount Requested	\$4,721.55 - TOTAL

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

State Capitol Building
Des Moines, Iowa 50319-0004

Telephone (515) 281-5834 Facsimile (515) 281-6518

Rob Sand
Auditor of State

August 4, 2023

Victoria Newton
Executive Council
LOCAL

Subject: Deer Damage to Vehicle #2566 on July 3, 2023
Department of Administrative Services
Claim dated July 18, 2023
AOS Claim ID: 3561

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 \$4,721.55, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black 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

MEMBERS OF COUNCIL

HON. KIM REYNOLDS
GOVERNOR

HON. PAUL D. PATE
SECRETARY OF STATE

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TREASURER OF STATE

HON. MIKE. NAIG
SECRETARY OF AGRICULTURE



Executive Council of Iowa

CAPITOL BUILDING
DES MOINES, IOWA 50319
PHONE: 515 281-5368

September 5, 2023

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 an emergency allocation in the amount of \$4,721.55, subject to the audit of actual invoices. On July 3, 2023, Vehicle #2566 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 # 3561
TOS Job # _____

Warrants

Edit

Cancel

* Required fields

Warrant Information

Fiscal Year 2024	Amount \$4,721.55	Warrant Number 73002931
Vendor Customer 00002087790	Line Number 1	Last Updated 04/08/2024 07:44 PM

Issue Information

Issued 04/08/2024 12:00 AM	Void No	Transaction ID 00524096415
Duplicate No	Transaction Line Number 1	Stop No
Line Amount \$4,721.55	Comments	

Redeemed Information

Redeemed -	Batch Number -	Redeemed Bank -
Sequence Number -	Redeemed Fund -	Redeemed Department -

COA

Fund 0665	Object 2715	Dept Object -
Sub Fund -	Sub Object -	Dept Revenue -
Department 005	Unit 5790	Sub Unit -
Object Class -	Revenue Source -	Sub Revenue Source -
Appropriation 0000	Revenue Source Class -	BSA -
Sub BSA -		

Show More

SNYDER AUTO BODY
 1526 EAST WASHINGTON
 CLARINDA, IA 51632
 812-541-2264

DUPLICATE ACCT. NO. R02830
 STATE OF IOWA DEPT OF CORRECTIONS
 2000 NORTH 16TH
 CLARINDA, IA 51632
 FAX: 712-695-7127

SHIP TO
 9:40 AM Invoice No. 145019
 STATE OF IOWA DEPT OF CORRECTIONS
 1800 N 16TH ST
 CLARINDA, IA 51632

TERMS	CASH	CHARGE	S.O.D.	R.O.A.	CREDIT	PHONE NUMBER	ORDER BY	DEPARTMENT	P.O. NUMBER	DATE ORDERED
		Chrg				712-542-6106				09/26/23
WORK ORDER NO.	MAL COPY	DISMANTLER	READY	CORE EXCHANGE	R/O NUMBER	TRUCK LINE	SALES PERSON			SHIPPING DATE
147753							TN1			09/26/23

ITEM / DESCRIPTION	STOCK NO.	LOC.	AMOUNT
LABOR			
1 (Extra Sale) ANY			1120.50 #0001
MISCELLANEOUS PARTS			
2 (Extra Sale) ANY			3251.05 #0001
PAINT			
3 (Extra Sale) ANY			350.00 #0001

Doc # : 88365

PLATE 2566 2020 EXPRESS VAN

SUB TOTAL	4,721.55
SALES TAX	0.00
SHIPPING CHARGES	0.00
TOTAL	4,721.55

Amount paid: 0.00
 Amount due: 4,721.55

RECEIVED BY X



Governor Kim Reynolds
Lt. Governor Adam Gregg

Adam Steen, Director

Date: July 18, 2022

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

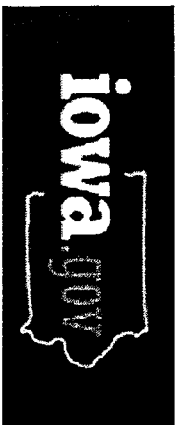
Re: ALLOCATION REQUEST - 29C20 Claim for Executive Council Consideration

Vehicle / Event	#2566/Deer
Event Date	July 3, 2023
Summary	Vehicle 2566 struck a deer. (261565)
Amount Requested	\$4,721.55 - 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

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

Wed, Jul 5, 2023 at 3:39 PM

Please accept this email as initial 24 hr notification for AON, vehicle 2566 struck a deer on 7/3/23. 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
7-3-23	2:08 am	1
County	State	
Cass	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Joe Kinstler		2000 N. 16th st.	
Driver's License No./State		City, State, Zip	
		Clarinda IA 51632	
Date of Birth	Department	Work Phone	Home Phone
9-6-1985	DOC	712-695-7140	
License Plate No.	VIN	Year, Make, Model	
2566		2020 Chevy Express	
Estimate (\$) of Damage		Description of Damage	
		Front End Damage	

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

Driver's Name		Street Address	
N/A		N/A	
Driver's License No./State		City, State, Zip	
N/A		N/A	
Date of Birth	Work Phone	Home Phone	License Plate No.
N/A	N/A	N/A	N/A
Description of Damage			
N/A			

Property Damage other than vehicle (fence, utility pole, etc)

Owner's Name, Address and Phone	Description of Property Damaged
N/A	N/A

Injured Persons (attach additional sheets if necessary)

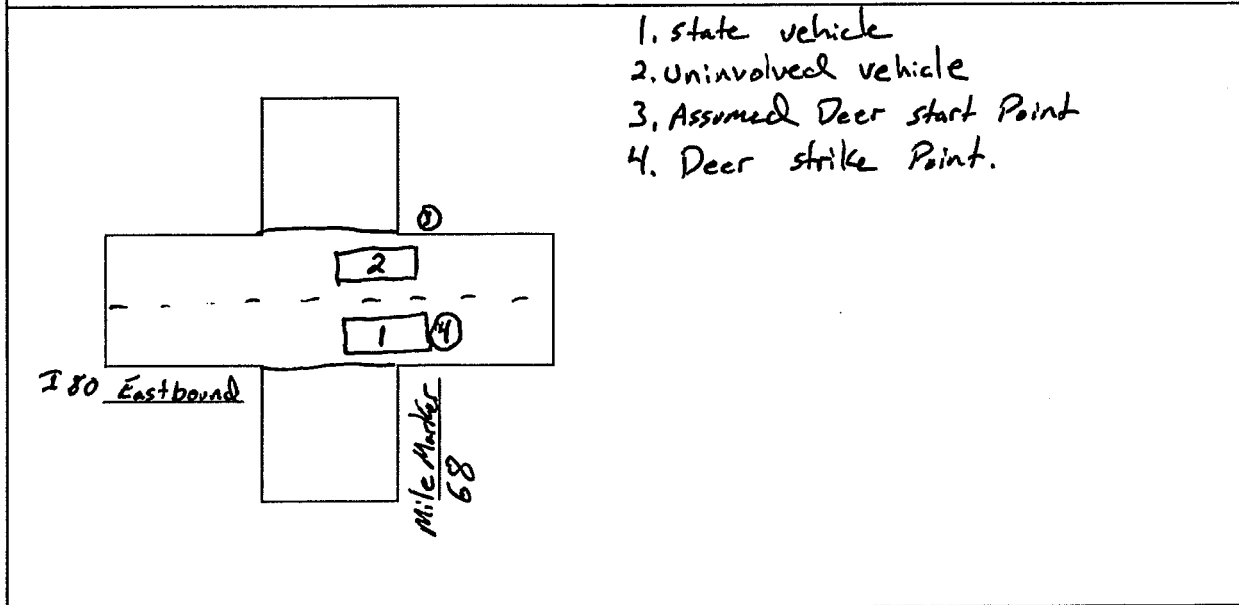
Vehicle No. 1/ Name and Address	Describe Injuries
N/A	N/A
Vehicle No. 2/ Name and Address	Describe Injuries
N/A	N/A

Witness

Name	Address/Phone
C/O Nick Esser	712-695-7140
Name	Address/Phone
N/A	N/A

Accident Diagram

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.



QUALITY CLAIMS SOLUTIONS

Workfile ID:

bbc9de3b

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: STATE OF IOWA****Job Number:**

Written By: Wayne Malsam

Insured: STATE OF IOWA
 Type of Loss: Collision
 Point of Impact: 12 Front

Policy #: UNKNOWN
 Date of Loss: 7/11/2023 12:00 PM

Claim #: APDSOI0261565-001
 Days to Repair: 0

Owner:
 STATE OF IOWA
 CLARINDA, IA 51632

Inspection Location:
 SNYDER'S AUTO BODY
 1526 E WASHINGTON ST
 CLARINDA, IA 51632
 Other
 (712) 542-5316 Evening

Repair Facility:**VEHICLE**

2020 CHEV Express Passenger 3500 LS 155" WB RWD 3D VAN 8-6.0L Flex Fuel Electronic Fuel Injection

VIN: 1GAZGNFG5L1262138
 License:
 State:

Production Date:
 Odometer: 0
 Condition:

Interior Color:
 Exterior Color:

TRANSMISSION

Automatic Transmission
 Overdrive

POWER

Power Steering
 Power Brakes
 Power Windows
 Power Locks

DECOR

Dual Mirrors
 Privacy Glass

CONVENIENCE

Air Conditioning
 Intermittent Wipers
 Tilt Wheel
 Cruise Control
 Message Center
 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

Communications System

SEATS

Bucket Seats
 12 Passenger Seating

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

TRUCK

Rear Step Bumper

Estimate of Record

Owner: STATE OF IOWA

Job Number:

2020 CHEV Express Passenger 3500 LS 155" WB RWD 3D VAN 8-6.0L Flex Fuel Electronic Fuel Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER					
2		O/H front bumper				1.3	
3	**	Repl A/M Bumper chrome	19303361	1	<u>291.00</u>	Incl.	
4	**	Repl A/M Step pad	22890548	1	<u>133.00</u>	Incl.	
5	**	Repl A/M RT Mount bracket w/heavy duty	15757010	1	<u>136.00</u>	Incl.	
6	**	Repl A/M LT Mount bracket w/heavy duty	15757009	1	<u>143.00</u>	Incl.	
7	**	Repl A/M RT Side brace	25725663	1	<u>19.00</u>	Incl.	
8	**	Repl A/M LT Side brace	25725663	1	<u>19.00</u>	Incl.	
9		GRILLE					
10	**	Repl A/M Grille	84689073	1	<u>547.00</u>	0.7	
11		FRONT LAMPS					
12	**	Repl A/M RT Headlamp assy	85577295	1	<u>308.00</u>	0.3	
13		Aim headlamps				0.5	
14	**	Repl A/M RT Park lamp	84218438	1	<u>84.00</u>	Incl.	
15	**	Repl A/M LT Park lamp	84218437	1	<u>93.00</u>	Incl.	
16		HOOD					
17	**	Repl A/M Hood	88944424	1	<u>323.00</u>	0.9	2.4
18		Add for Clear Coat					1.0
19		Add for Underside(Complete)					1.2
20		Repl Latch w/o remote start	25721612	1	169.63	0.3	
21		Repl Seal 2.8, 4.3 liter	23359901	1	63.32		
22		AIR CONDITIONER & HEATER					
23	**	Repl A/M Condenser	23469929	1	<u>187.10</u> m	0.5 M	
24		AC Service evacuate & recharge				m	1.4 M
25		FENDER					
26	**	Repl A/M RT Fender	25737844	1	<u>172.00</u>	1.4	2.0
27		Overlap Major Adj. Panel					-0.4
28		Add for Clear Coat					0.3
29		Add for Edging					0.5
30	#	Hazardous Waste		1	3.00		
31	#	Color Sand/ Buff		1		1.0	
32	#	Cover Car		1	5.00	0.2	
33	#	Corrosion Protection		1	5.00	0.1	
34	#	Repl brush guard		1	550.00		
SUBTOTALS					3,251.05	8.6	7.0

Estimate of Record

Owner: STATE OF IOWA

Job Number:

2020 CHEV Express Passenger 3500 LS 155" WB RWD 3D VAN 8-6.0L Flex Fuel Electronic Fuel Injection

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			3,251.05
Body Labor	6.7 hrs @	\$ 70.00 /hr	469.00
Paint Labor	7.0 hrs @	\$ 70.00 /hr	490.00
Mechanical Labor	1.9 hrs @	\$ 85.00 /hr	161.50
Paint Supplies	7.0 hrs @	\$ 50.00 /hr	350.00
Subtotal			4,721.55
Total Cost of Repairs			4,721.55
Deductible			0.00
Total Adjustments			0.00
Net Cost of Repairs			4,721.55

MyPriceLink Estimate ID / Quote ID:

1108021496137129984 / 126120852

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.