

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

March 3, 2025

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 \$5,772.14, subject to an audit of actual invoices. On December 3, 2024, Vehicle #1035 was damaged by a deer. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

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 # 3961  
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

February 6, 2025

Kristi Onstot  
Executive Council  
L O C A L

Subject: Deer Damage to Vehicle #1035 on December 3, 2024  
Department of Administrative Services  
Claim dated December 10, 2024  
AOS Claim ID: 3961

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 \$5,772.14, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian R. Brustkern".

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  
Heather Hackbarth, Department of Management



Department of Administrative Services

KIM REYNOLDS, GOVERNOR

ADAM STEEN, DIRECTOR

Date: December 10, 2024

To: Tammy Hollingsworth, Auditor of State
Victoria Newton, Treasurer of State
Executive Council

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

Table with 2 columns: Field Name, Value. Rows include Vehicle / Event (#1035 / Animal), Event Date (December 3, 2024), Summary (Vehicle 1035- struck a deer. (295540)), Amount Requested (\$5,772.14 - Estimate for Repairs), and Supporting Documentation (29C20 Email Notification, Accident Report, Repair Estimate(s)).

If you have any questions or are in need of additional information, please do not hesitate to contact me.

Thank you,

Handwritten signature of Ryan Betts

Ryan Betts
DAS Fleet Services
ryan.betts@iowa.gov
515-281-8008



Risk, DAS &lt;das.risk@iowa.gov&gt;

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**Fwd: Deer Versus Vehicle 1035**

1 message

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

Wed, Dec 4, 2024 at 9:11 AM

To: TOS ExecutiveCouncil &lt;executivecouncil@tos.iowa.gov&gt;, Tammy Hollingsworth &lt;Tammy.Hollingsworth@aos.iowa.gov&gt;

Please accept this email as initial 24 hr notification for AON, vehicle 1035 struck a deer on 12/3/2024. 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.**

**DAS Risk**

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

109 SE 13<sup>th</sup> St, Des Moines, IA 50319

515-281-3162 office

[das.risk@iowa.gov](mailto:das.risk@iowa.gov)<https://das.iowa.gov>**Department of  
Administrative Services**

----- Forwarded message -----

From: **Goldsberry, Alexandra** <Alex.Goldsberry@iowaagriculture.gov>

Date: Tue, Dec 3, 2024 at 4:15 PM

Subject: Deer Versus Vehicle 1035

To: [DAS.Risk@iowa.gov](mailto:DAS.Risk@iowa.gov) <DAS.Risk@iowa.gov>, Potter, Lisa <Lisa.Potter@iowaagriculture.gov>

Cc: Rumsey, Katie &lt;Katie.Rumsey@iowaagriculture.gov&gt;

Good Afternoon,

Here is my paperwork for my deer accident today. Let me know if you need anything else.

Thank you,

Alex Goldsberry, *Animal Industry Inspector*

Iowa Department of Agriculture &amp; Land Stewardship

Central Iowa

515-313-8315

[Alex.Goldsberry@iowaagriculture.gov](mailto:Alex.Goldsberry@iowaagriculture.gov)



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 **Vehicle Accident Report 2.pdf**  
20961K



## Vehicle Accident Report

### Time and location of accident

Accident Date (Mo/Day/Year)	Time	No. of Vehicles
12/03/2024	10:30 A.M.	1
County	State	
Guthrie	IA	

### Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Alexandra Goldsberry		502 E 9th	
Driver's License No./State		City, State, Zip	
537AT9374 IA		Des Moines, IA 50319	
Date of Birth	Department	Work Phone	Home Phone
01/21/1997	IA DALS	515-313-8315	612-741-3966
License Plate No.	VIN	Year, Make, Model	
1035	3FA6P0G7TKR278217	2019 Ford Fusion	
Estimate (\$) of Damage		Description of Damage	
		Front passenger corner, hood, bumper, fender	

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

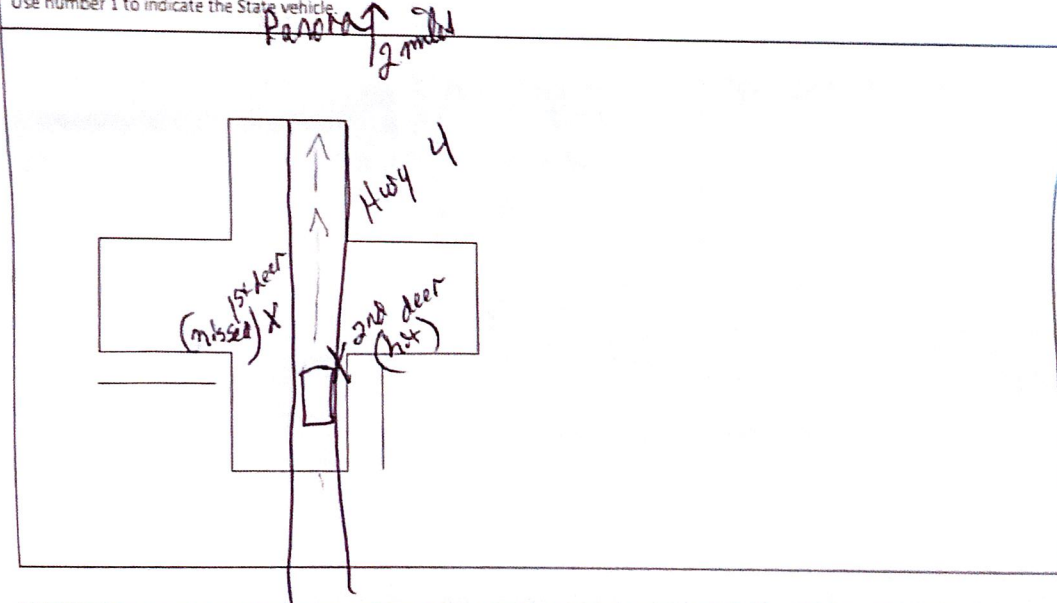
Vehicle No. 1/ Name and Address	Describe Injuries
Vehicle No. 2/ Name and Address	Describe Injuries

**Witness**

Name	Address/Phone
Doug Anderson	515-250-2757
Name	Address/Phone

**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.





## Accident Information Exchange Sheet

### Other Vehicle information

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 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.

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### State Vehicle Insurance Information

Driver's Name	Alexandra Goldsberry
Driver's License No./State	537AT9374 IA
Vehicle Plate No.	1035
Vehicle year, make, model	2019 Ford Fusion
VIN	3FAWPOG77KR278217

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](mailto:DAS.Risk@iowa.gov)



**QUALITY CLAIMS SOLUTIONS**

105 N Krohn Place  
SIOUX FALLS, SD 57103  
Phone: (877) 237-3727, FAX:(605) 800-8591  
qcs@qcsdirect.com

Workfile ID: 7daceed2

For:

**QUALITY CLAIMS SOLUTIONS**

DAS Fleet Services

**Estimate of Record**

**Owner: STATE OF IOWA**

**Job Number:**

Written By: Mitch Christenson

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

Policy #: UNK  
Date of Loss: 12/6/2024 12:00 PM

Claim #: APDSOI0295540-001  
Days to Repair: 0

**Owner:**  
STATE OF IOWA  
  
ANKENY, IA 50021

**Inspection Location:**  
KARL CHEVROLET COLLISION CENTER  
ANK  
1101 SOUTHEAST ORLABOR ROAD  
Ankeny, IA 50021  
Other  
(515) 299-4337 Evening

**Repair Facility:**

**VEHICLE**

2019 FORD Fusion S FWD 4D SED 4-2.5L Gasoline Sequential MPI

VIN: 3FA6P0G77KR278217  
License:  
State:

Production Date:  
Odometer: 0  
Condition:

Interior Color:  
Exterior Color:

**TRANSMISSION**

Automatic Transmission

**POWER**

Power Steering

Power Brakes

Power Windows

Power Locks

Power Mirrors

**DECOR**

Dual Mirrors

Tinted Glass

Console/Storage

Overhead Console

**CONVENIENCE**

Air Conditioning

Intermittent Wipers

Tilt Wheel

Cruise Control

Rear Defogger

Keyless Entry

Alarm

Message Center

Steering Wheel Touch Controls

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

Front Side Impact Air Bags

Head/Curtain Air Bags

Hands Free Device

Blind Spot Detection

Lane Departure Warning

**SEATS**

Cloth Seats

Bucket Seats

Reclining/Lounge Seats

**WHEELS**

Wheel Covers

**PAINT**

Clear Coat Paint

**OTHER**

Traction Control

Stability Control

California Emissions

**Estimate of Record**

**Owner: STATE OF IOWA**

**Job Number:**

2019 FORD Fusion S FWD 4D SED 4-2.5L Gasoline Sequential MPI

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		<b>FRONT BUMPER &amp; GRILLE</b>					
2		O/H bumper assy				2.7	
3	R&I	R&I bumper cover				Incl.	
4	* <>	Rpr Bumper cover w/o auto park w/o tow hook				<u>4.0</u>	3.0
5	Repl	RT Side trim w/o fog lamps, w/o SSV feature black w/o gloss	KS7Z17B814AA	1	34.27	Incl.	
6	Repl	RT Side retainer	HS7Z17C947AA	1	11.08	Incl.	
7	* R&I	Emblem				<u>Incl.</u>	
8	R&I	Impact bar w/o tow hook				1.1	
9		<b>FRONT LAMPS</b>					
10	Repl	RT Headlamp assy w/o signature lamps	HS7Z13008D	1	589.96	Incl.	
11		Aim headlamps				0.5	
12	R&I	LT Headlamp assy w/o signature lamps				Incl.	
13		<b>RADIATOR SUPPORT</b>					
14	** Repl	A/M Mount panel Flat Rock plant -20%	HS7Z16138A	1	<u>192.00</u>	2.1	
15	** Repl	A/M Upper tie bar -20%	HP5Z8A284B	1	<u>217.60</u>	1.2	0.8
16	R&I	Sight shield				Incl.	
17		<b>HOOD</b>					
18	** Repl	A/M Hood (ALU) -20%	DS7Z16612B	1	<u>689.60</u>	1.7	2.8
19		Overlap Major Non-Adj. Panel					-0.2
20		Add for Underside(Complete)					1.4
21	R&I	Front w'strip				Incl.	
22	R&I	Insulator				Incl.	
23	Repl	RT Hinge	DS7Z16796A	1	45.08	0.9	0.4
24	Repl	LT Hinge	DS7Z16797A	1	44.95	0.9	0.4
25		<b>FENDER</b>					
26	Repl	RT Fender	HS7Z16005A	1	459.02	1.6	2.0
27		Overlap Major Adj. Panel					-0.4
28		Add for Edging					0.5
29		Deduct for Overlap				-0.3	
30		Deduct for Overlap				-0.5	
31	R&I	RT Fender liner w/o turbo w/2.5 liter DOHC				Incl.	
32	Repl	RT Upper molding bright/black	ES7Z16004DA	1	33.77	Incl.	
33	* Rpr	RT Support bracket				<u>1.0</u>	0.3
34		<b>PILLARS, ROCKER &amp; FLOOR</b>					
35	* Rpr	RT Aperture panel				<u>1.0</u>	<u>0.0</u>
36	Repl	RT Rocker molding	DS7Z5410176A	1	247.55	0.7	1.8
37		Overlap Major Non-Adj. Panel					-0.2
38		<b>FRONT DOOR</b>					

## Estimate of Record

**Owner: STATE OF IOWA**

**Job Number:**

2019 FORD Fusion S FWD 4D SED 4-2.5L Gasoline Sequential MPI

39	R&I	RT R&I door assy				
40	*	Rpr RT Door shell			1.2	
41		Overlap Major Adj. Panel			<u>0.5</u>	2.3
42		Clear Coat				-0.4
43	#	Decal removal				2.5
44			1			
44	R&I	RT Door w/strip			0.3	
45	R&I	RT Belt molding			0.3	
46	R&I	RT Applique all w/o keyless lock pad			0.2	
47	R&I	RT R&I mirror			0.4	
48	R&I	RT Handle, outside w/o passive entry			0.3	
49	R&I	RT R&I trim panel			0.5	
50	<b>MISCELLANEOUS OPERATIONS</b>					
51	*	Repl <u>Hazardous waste</u>	1	3.00	0.0	
52	#	Feather, prime & block	1		1.5	
53	#	Color Sand/ Buff	1		1.0	
54	#	Seam sealer	1	45.00	0.5	
55	<b>VEHICLE DIAGNOSTICS</b>					
56	*	Rpr Pre-repair scan			m 0.5	M
57	*	Rpr Post-repair scan			m 0.5	M
<b>SUBTOTALS</b>				<b>2,612.88</b>	<b>26.3</b>	<b>17.0</b>

### ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,612.88
Parts Discount	\$ 1,468.68	-20.0 %	-293.74
Body Labor	25.3 hrs @	\$ 60.00 /hr	1,518.00
Paint Labor	17.0 hrs @	\$ 110.00 /hr	1,870.00
Mechanical Labor	1.0 hrs @	\$ 65.00 /hr	65.00
Subtotal			5,772.14
<b>Total Cost of Repairs</b>			<b>5,772.14</b>
Deductible			0.00
<b>Total Adjustments</b>			<b>0.00</b>
<b>Net Cost of Repairs</b>			<b>5,772.14</b>

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.



## Estimate of Record

Owner: STATE OF IOWA

Job Number:

2019 FORD Fusion S FWD 4D SED 4-2.5L Gasoline Sequential MPI

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.

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR2JP13, CCC Data Date 12/02/2024, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (\*) or Double Asterisk (\*\*) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2024 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

### SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

### SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

### OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. CFC=Carbon Fiber. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. STS=Stainless Steel. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.



## Estimate of Record

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**Owner: STATE OF IOWA**

**Job Number:**

2019 FORD Fusion S FWD 4D SED 4-2.5L Gasoline Sequential MPI

CCC ONE Estimating - A product of CCC Intelligent Solutions Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

Estimate of Record

Owner: STATE OF IOWA

Job Number:

2019 FORD Fusion S FWD 4D SED 4-2.5L Gasoline Sequential MPI

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
14	Keystone-Complete-H-Webster 10 GOYA DRIVE WEBSTER MA 01570 (800) 544-0012 (508) 272-7763	#FO1225239 A/M Mount panel Flat Rock plant -20%	\$ 192.00
15	Keystone-Complete-H-Webster 10 GOYA DRIVE WEBSTER MA 01570 (800) 544-0012 (508) 272-7763	#FO1225247 A/M Upper tie bar -20%	\$ 217.60