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

March 3, 2026

Kristi Onstot
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #1639 on February 2, 2026
Department of Administrative Services
Claim dated February 4, 2026
AOS Claim ID: 4231

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 $3,449.75, subject to an audit of actual invoices.

Sincerely,

Brian R. Brustkern, CPA
Deputy Auditor of State

cc: Kyle Wear, Fleet Services CFO, Department of Administrative Services
Ryan Betts, Fleet Services Risk Program Manager, Department of Administrative Services
Heather Hackbarth, Department of Management

IOWA | Department of Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

MARK CAMPBELL, DIRECTOR

Date: February 4, 2026

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

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

Vehicle / Event	#1639 / Deer
Event Date	February 2, 2026
Summary	Vehicle 1639 - struck a deer (Claim # TBD)
Amount Requested	**$3,449.75 TOTAL**
Supporting Documentation	29C20 Email Notification, Accident Report, & Repair Estimate

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

Thank you,

Ryan Betts
DAS Fleet Risk Program Manager
ryan.betts1@iowa.gov
515-281-8008

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

Fwd: IDALS Vehicle 1639 Accident Report

1 message

Risk, DAS <das.risk@iowa.gov> Tue, Feb 3, 2026 at 7:40 AM
To: Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>, TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>

Please accept this email as the initial 24 hour notification for an AON claim. Vehicle 1639 struck a deer on 2/2/2026. I will forward all information as soon as it is received.

DAS Risk

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

510 E 12th St, Des Moines, IA 50319

515-281-8008 office

das.risk@iowa.gov

https://das.iowa.gov

Department of Administrative Services

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.

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approval is given.

---------- Forwarded message ---------
From: **Potter, Lisa** <Lisa.Potter@iowaagriculture.gov>
Date: Tue, Feb 3, 2026 at 7:20 AM
Subject: IDALS Vehicle 1639 Accident Report
To: Risk, DAS <das.risk@iowa.gov>
Cc: Johnson, Casey <Casey.Johnson@iowaagriculture.gov>, Schubert, Kevin E <kevin.schubert@iowaagriculture.gov>

Good morning. Attached please find an accident report and picture. The driver will have an estimate completed and submitted soon.

Thank you,

Lisa

Lisa K Potter

Accounting Tech 2

(515)281-5713

Lisa.potter@iowaagriculture.gov

IOWA DEPARTMENT OF AGRICULTURE & LAND STEWARDSHIP

Hoover State Office Building

1305 E. Walnut St, Des Moines, IA 50319

2 attachments

Deer accident pic #1.HEIC
1838K

Deer Accident report.pdf
453K

IOWA | Department of Administrative Services

Department of Administrative Services
DAS Fleet Services - Risk Management
510 East 12th Street
Des Moines, IA 50319

Vehicle Accident Report Form

- Render aid or assistance to the injured (per Iowa Code 321.262).
- The State of Iowa is self-insured. Refer to the insurance card and accident report procedures online or in your glove box packet. If the accident involves another party, exchange information with the driver or property owner. Do not admit fault or attempt to settle your claim.
- Call local law enforcement, if a fatality, injury or property damage has occurred, and obtain a police report. On the Capitol complex, call Iowa State Patrol, Post 16 at 515-281-5608.
- Within the first 24 hours, report accident or damage to DAS Fleet Services (515-281-3162 or DAS.Risk@iowa.gov), your agency fleet contact, and supervisor. Damage caused by an act of nature or unavoidable cause MUST be reported to DAS Fleet Services within 24 hours of the incident to qualify for contingent fund use (per Iowa Code 29C.20).
- For an estimate, locate the nearest contracted auto body repair shop in the Contracted Service Providers map. A contracted auto body shop within 30 miles should be used if available.
- If towing is necessary, contact DAS Fleet Services (515-281-3162) for assistance. After hours, call National Automobile Club (NAC) FleetRescue* (866-329-3471) or local law enforcement.
- Within 72 hours, print and submit a completed Accident Report Form, including a cost estimate from the auto body shop to DAS.Risk@iowa.gov.
- Any accident in the State of Iowa that causes death, personal injury, or total property damage of $1,500 or more must be reported on an Iowa Accident Report Form UNLESS the accident is investigated by a law enforcement agency and a report is filed. Failure to return an accident report form within 72 hours may result in suspension of driving privileges.

Vehicle Accident Report

Time and location of accident			
Accident Date (Mo/Day/Year)		Time	No. of Vehicles
02-02-2026		11:57 a.m.	1
County		State	
Taylor		Iowa	

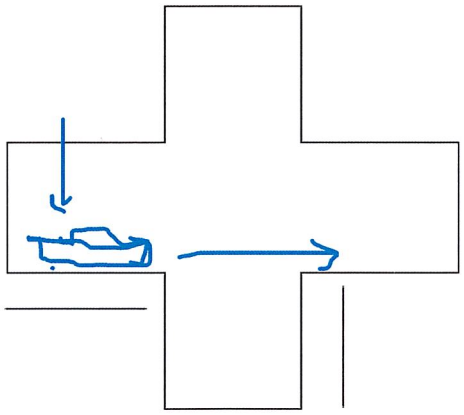
Vehicle 1 (State vehicle)			
Driver's Name		Work Street Address	
Kevin Schubert		2222 265th st.	
Driver's License No./State		City, State, Zip	
871AK1913 Iowa		Bedford, Ia 50833	
Date of Birth	Department	Work Phone	Home Phone
01-25-58	Agriculture	417-545-1442	417-545-1442
License Plate No.	VIN	Year, Make, Model	Current Mileage
1639	1G1ZC5ST3PF124184	2023 chevy malibu 115572	
Estimate ($) of Damage		Description of Damage	
unknown at this time		Drivers side back door and forward part of the trunk.	

Vehicle 2 (other vehicle) if more than two vehicles-use additional forms			
Driver's Name		Street Address	
None			
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
None	
Injured Persons (attach additional sheets if necessary)	
Vehicle No. 1/ Name and Address	Describe Injuries
None	
Vehicle No. 2/ Name and Address	Describe Injuries
Witness	
Name	Address/Phone
Kevin Schubert (self)	Bedford, Ia 417-545-1442
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.



I was west bound on Hwy. 2 (4 miles west of Bedford, Ia when two Deer ran out infront of state vehicile # 1639. I applied the brakes to avoid hitting the 2 Deer, when another Deer ran out of the same ditch (south side of the road) and ran into the state vehicle hitting it just back of the drivers side back door. (See pictures)

Accident Information Exchange Sheet

Other Vehicle information	
Driver's Name	NONE (Deer)
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	Kevin Schubert
Driver's License No./State	871AK1913 Ia
Vehicle Plate No.	1639
Vehicle year, makel, model	Chevy Malibu
VIN	1G1ZC5ST3PF124184

The State of Iowa is self-insured.
If you have any questions regarding an accident, please contact
DAS Fleet Services at 515-281-8008 or DAS.Risk@iowa.gov

Karl Chevrolet Collision Center Ankeny

Your Dealer for Life
1101 Southeast Oralabor Road, Ankeny, IA 50021
Phone: (515) 299-4337
FAX: (515) 964-2293

Worktile ID: 45ad40d8
Federal ID: 42-1092272

Estimate

RO Number:

Customer:	Insurance:	Adjuster:	Estimator:	Joe Kevin Gift
DEPT OF AGRICULTURE	STATE OF IOWA	Phone:	Create Date:	2/4/2026
2222 265TH ST		Claim:		
BEDFORD, IA 50833		Loss Date:		
(417) 545-1442		Deductible:		

2023 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection WHITE

VIN:	1G1ZC5ST3PF124184	Interior Color:	BLACK	Mileage In:	116,125	Vehicle Out:	
License:	1639	Exterior Color:	WHITE	Mileage Out:			
State:	IA	Production Date:	10/2022	Condition:	Fair	Job #:	

Line	Ver	Operation	Description	Qty	Extended Price $	Part Type	Labor	Type	Paint
1	E01		**REAR DOOR**						
2	E01	Remove/Install	LT R&I door assy				0.0	Body	
3	E01	Remove/Replace	LT Door panel	1	749.10	OEM	5.9	Body	2.0
4	E01		Add for Clear Coat						0.8
5	E01		Add for Edging						0.5
6	E01		Add for Clear Coat						0.1
7	E01		Add for Inside						0.5
8	E01		Add for Clear Coat						0.1
9	E01		Seam sealer	1	50.00	Other	1.0	Body	
10	E01	Remove/Install	LT Door w'strip				0.0	Body	
11	E01	Remove/Install	LT Belt molding				0.0	Body	
12	E01	Remove/Install	LT Applique rear				0.0	Body	
13	E01	Remove/Install	LT Applique front				0.0	Body	
14	E01	Remove/Install	LT Reveal molding				0.3	Body	
15	E01	Remove/Install	LT Door glass GM				0.0	Body	
16	E01	Remove/Install	LT Run w'strip				0.0	Body	
17	E01	Remove/Install	LT Handle, outside w/o chrome				0.0	Body	
18	E01	Remove/Install	LT R&I trim panel				0.0	Body	
19	E01	Remove/Install	LT Upper trim				0.1	Body	
20	E01		**QUARTER PANEL**						
21	E01	Remove/Install	LT Wheelhouse liner				0.4	Body	
22	E01	Repair	LT Quarter panel				7.0	Body	2.7
23	E01		Overlap Major Adj. Panel						(0.4)
24	E01		Add for Clear Coat						0.5
25	E01		Add for Edging						0.8

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

RO Number:

2023 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection WHITE

26	E01		Add for Lock Pillar						0.5
27	E01	Remove/Replace	LT Quarter glass GM	1	593.97	Glass	1.6	Body	
28	E01	Remove/Install	LT Rear trim black				0.2	Body	
29	E01		**REAR LAMPS**						
30	E01	Remove/Install	LT Tail lamp assy				0.4	Body	
31	E01		**REAR BUMPER**						
32	E01	Remove/Install	R&I bumper cover				1.0	Body	
33	E01		**MISCELLANEOUS OPERATIONS**						
34	E01		Hazardous Waste Removal	1	3.00	Other			
35	E01		Feather, edge, prime, block NOTE: Time goes to the painter				0.5	Body	
36	E01		De-nib, sand, buff NOTE: Time goes to the painter				0.5	Body	
37	E01		Disconnect Battery				0.1	Body	
38	E01		Pre-scan				0.5	Mech	
39	E01		Post scan				0.5	Mech	
40	E01	Sublet	LT Qtr glass replacement - *SUBJECT TO INVOICE*						

Estimate Totals	Discount $	Markup $	Rate $	Total Hours	Total $
Parts	(149.82)				1,246.25
Labor, Body			63.00	19.0	1,197.00
Labor, Refinish			115.00	8.1	931.50
Labor, Mechanical			75.00	1.0	75.00
Subtotal					**3,449.75**
Sales Tax					0.00
Grand Total					**3,449.75**
Net Total					**3,449.75**

Estimate Version	Total $
Original	3,449.75

Insurance Total $:	3,449.75
Received from Insurance $:	0.00
Balance due from Insurance $:	3,449.75
Customer Total $:	0.00
Received from Customer $:	0.00
Balance due from Customer $:	0.00

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

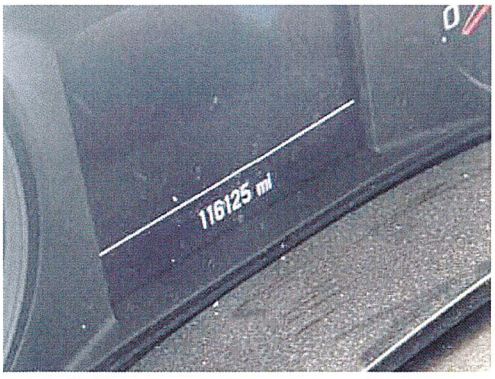
Karl Chevrolet Collision Center Ankeny
1101 Southeast Oralabor Road, Ankeny, IA 50021
Phone: (515) 299-4337, Fax: (515) 964-2293

Image Report

Owner:	DEPT OF	Insurance:	STATE OF IOWA	Estimator:	Joe Kevin Gift	Vehicle Out:	
RO Number:		Claim Number:					
Year:	2023	Color:	WHITE	License Plate:	1639	Production Date:	10/2022
Make:	CHEV	Body Style:	4D SED	State:	IA	Mileage In:	116,125
Model:	Malibu LS (Fleet)	Engine:	4-1.5L Turbochar...	VIN:	1G1ZC5ST3PF124184	Condition:	Fair

2/4/2026
Comments:

2/4/2026
Comments:



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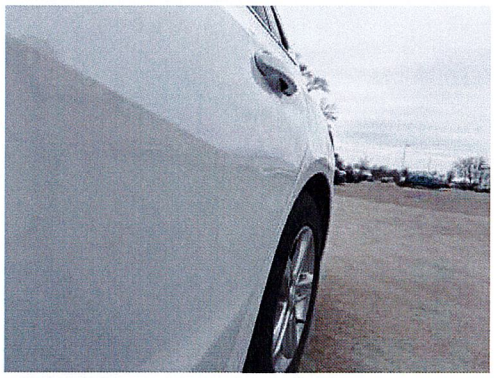

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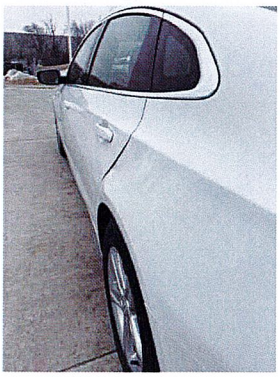

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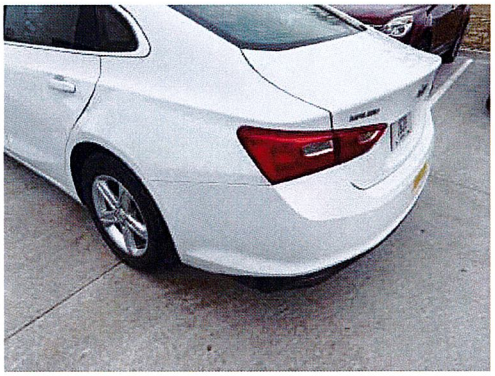

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