



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 1, 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 this date, approved payment of the following cost item:

Department of Administrative Services.....\$7,784.60
On August 8, 2022, Vehicle #105973 was damaged by a deer. Request was to cover repair costs.

This represents full and final payment.

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 # 2370
TOS Job # 22BG



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

April 18, 2023

Victoria Newton
Executive Council
L O C A L

Subject: Damages to Vehicle #105973 Due to Deer on August 8, 2022
Department of Administrative Services
Claim dated August 29, 2022
AOS Claim ID: 2370

The Department's request included a supplemental allocation request of \$2,590.20 because additional damages were identified. We recommend Executive Council approval of the supplemental allocation of \$2,590.20, which increases the allocation to \$7,784.60. 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>7,784.60</u>
Executive Council allocation (Revised)			\$	7,784.60
Less:				
Previous payments	\$	0.00		
This payment		<u>7,784.60</u>		
Total			\$	<u>7,784.60</u>
Remaining Executive Council allocation			\$	<u>0.00</u>

We recommend that reimbursement be made in the amount of \$7,784.60. This represents full and final payment on this allocation.

Sincerely,

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



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

Date: March 8, 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: REIMBURSEMENT REQUEST - 29C20 Claim

Claim #	2370
Vehicle / Event	#105973/Deer
Event Date	August 8, 2022
Summary	Vehicle 105973 struck a deer. (242646)
Amount Requested	\$7,784.60 - Final Invoice

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,

A handwritten signature in black ink, appearing to read "Mariah Flowers", is written over the "Thank you," text.

Mariah Flowers, Fleet Manager
DAS Fleet Services
Mariah.Flowers@iowa.gov
515-414-6582

Warrants

[Menu](#)

	Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓	2023	72361572	1	\$1,222.00	02/16/2023	02/22/2023	00002108499
	2023	72361572	2	\$227.50	02/16/2023	02/22/2023	00002108499
	2023	72361572	3	\$812.50	02/16/2023	02/22/2023	00002108499
	2023	72361572	4	\$4,818.70	02/16/2023	02/22/2023	00002108499
	2023	72361572	5	\$56.40	02/16/2023	02/22/2023	00002108499
	2023	72361572	6	\$612.50	02/16/2023	02/22/2023	00002108499
	2023	72361572	7	\$35.00	02/16/2023	02/22/2023	00002108499

First Prev Next Last

Search

▼Warrant Information

Fiscal Year : 2023 Amount : \$7,784.60
Warrant Number : 72361572 Vendor Customer : 00002108499
Line Number : 1 Last Updated : 2/22/23

▼Issue Information

Issued : 02/16/2023 Void :
Document ID : RISK00523025003 Duplicate :
Document Line Number : 1 Stop :
Line Amount : \$1,222.00
Comments :

▼Redeemed Information

Redeemed : 02/22/2023 Batch Number : 0000
Redeemed Bank : 0000 Sequence Number : 05750
Redeemed Fund : 0665
Redeemed Department : 005

▼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 : 2920 Task : Phase :
Sub Activity : Sub Task : Program Period :
Function : Task Order :
Sub Function :

[Top](#)

BOB BROWN CHEVROLET

3600 111th Street
 Urbandale, IA 50322 · Use Exit 126 Off I-80/235
 Phone: (515) 278-7844 · Toll Free: (800) 947-3350
 www.bobbrownchevy.com

Final Bill



CUSTOMER NO. BG100015	SERVICE ADVISOR 3110 SCOTT E MATLAGE	TAG NO. T1321	INVOICE DATE 30AUG22	INVOICE NO. 1375843
IOWA D.A.S. FLEET SERVICES STATE OF IOWA 109 SE 13TH ST DES MOINES, IA 50319-0108	HOURLY RATE 0.00	LICENSE NO. 10753	PO NO.	COLOR
	YEAR/MAKE/MODEL 16 DAIMLER CHRYSLER 200	MILEAGE IN 101337		MILEAGE OUT 101337
	VEHICLE IDENTIFICATION NO. 1C3CCCAB4GN111321	PROD. DATE	IN SERVICE DATE 01JAN16	
EMAIL ADDRESS das.finance.payables@iowa.gov home	CELL PHONE	PROMISED 18:00 31AUG22	R.O. DATE 16AUG22	WAR EXP.
TEL HOME 515-438-3204	TEL BUSINESS EXT. 515-725-6198	COMMENTS DLR:18095 ENG:2.4_Liter		

A DAS FLEET SERVICES QUALITY CLAIMS SOLUTIONS CLAIM#APDS0102422646-001

96 BODY REPAIR			
2631 CB	688.80	688.80	
96 BODY REPAIR			
2631 CB	560.00	560.00	
1 CH1036134C GRILLE	97.00	97.00	97.00
1 CH1044120C UPR.MLDG.	181.00	181.00	181.00
1 CH1016108C LT.MLDG.	155.00	155.00	155.00
1 CH1206102C RAD.SHUTTER	451.00	451.00	451.00
1 CH1236311PP HOOD	819.00	819.00	819.00
1 CH1240283PP LT.FENDER	255.00	255.00	255.00
8 4878883-AA RETAINER	4.85	4.85	38.80
8 6510827-AA SCREW HEX	1.80	1.80	14.40
1 68143685-AB BRACKET F	14.90	14.90	14.90
1 68202999-AC COVER LAM	33.20	33.20	33.20
1 68110455-AD PANEL CLO	97.10	97.10	97.10
1 68210186-AC PANEL CLO	217.00	217.00	217.00
1 68174587-AE SHIELD WH	130.00	130.00	130.00
1 1WZ18TZ2-AE FASCIA FR	488.00	488.00	488.00
1 68202984-AB SURROUND	251.00	251.00	251.00
1 68227617-AC GRILLE RA	132.00	132.00	132.00
1 68158213-AA BRACKET S	18.55	18.55	18.55
1 68385111-AA BRACKET H	160.00	160.00	160.00
1 68103181-AC BRACKET F	16.80	16.80	16.80
1 68381754-AA SEAL KIT	180.00	180.00	180.00
1 CH2502260C LT.HDLP.	526.00	526.00	526.00
1 CH1222102C BRKT.HDR	429.00	429.00	429.00
1 68144970-AB W/STRIP	62.35	62.35	62.35
PARTS: 4767.10	LABOR: 1248.80	OTHER: 0.00	TOTAL LINE A: 6015.90

*Final Bill
 Total
 7784.60*

B BODY REFINISH

95 BODY REFINISH		
3 BOOTS,DAVID LIC#: *		
CBP	660.80	660.80

*Thank you -
 We appreciate your business!*

THE SELLING DEALER MAKES NO WARRANTY OF ANY KIND WHAT SOEVER AS TO THE MERCHANTABILITY OF THE PRODUCTS LISTED HEREON OR AS TO THEIR FITNESS FOR ANY PARTICULAR PURPOSE. ANY WARRANTY WHICH MAY EXIST IS AN AGREEMENT SOLELY BETWEEN THE MANUFACTURER AND THE PURCHASER.

X

DESCRIPTION	TOTALS
LABOR AMOUNT	
PARTS	
GAS, OIL, LUBE	
SURLET REPAIRS	
MISC/ENVIRONMENTAL CHARGES	
TOTAL CHARGES	
LESS DISCOUNT/INSURANCE	
SALES TAX	
PLEASE PAY THIS AMOUNT	

BOB BROWN CHEVROLET

3600 111th Street
 Urbandale, IA 50322 · Use Exit 128 Off I-80/235
 Phone: (515) 278-7844 · Toll Free: (800) 947-3350
 www.bobbrownchevy.com



CUSTOMER NO. BG100015	SERVICE ADVISOR S110 SCOTT E MATLAGE	TAG NO. T1321	INVOICE DATE 30AUG22	INVOICE NO. 1375843
IOWA D.A.S. FLEET SERVICES	HOURLY RATE 0.00	LICENSE NO. 10753	PO NO.	COLOR
STATE OF IOWA	YEAR/MAKE/MODEL 16 DAIMLER CHRYSLER 200	VEHICLE IDENTIFICATION NO. 1C3CCCAB4GN111321	MILEAGE IN 101337	MILEAGE OUT 101337
109 SE 13TH ST	CELL PHONE	PROMISED 18:00 31AUG22	PROD. DATE	IN SERVICE DATE 01JAN16
DES MOINES, IA 50319-0106	EMAIL ADDRESS das.finance.payables@iowa.gov home	COMMENTS DLR:18095 ENG:2.4 Liter	R.O. DATE 16AUG22	WAR EXP.
TEL HOME 515-438-3204	TEL BUSINESS EXT. 515-725-6198			

PM PAINT AND MATERIAL 320.00 320.00
 PARTS: 0.00 LABOR: 660.80 OTHER: 320.00 TOTAL LINE B: 980.80

 C PRE/POST 50.00
 98 BODY MECHANICAL
 212 MURPHY, DANA LIC#: *
 CB 84.00 84.00
 PARTS: 0.00 LABOR: 84.00 OTHER: 0.00 TOTAL LINE C: 84.00
 DAS FLEET TO PAY ALL 7080.70

127085

Orig Invoice 7080.70
Add QCS Supplement of 703.90
Total Invoice In
Claim # APO50102422646
 13
 \$ 7784.60

Thank you -
We appreciate your business!
 THE SELLING DEALER MAKES NO WARRANTY OF ANY KIND
 WHAT SOEVER AS TO THE MERCHANTABILITY OF THE
 PRODUCTS LISTED HEREON OR AS TO THEIR FITNESS FOR
 ANY PARTICULAR PURPOSE. ANY WARRANTY WHICH MAY
 EXIST IS AN AGREEMENT SOLELY BETWEEN THE
 MANUFACTURER AND THE PURCHASER.

DESCRIPTION	TOTALS
LABOR AMOUNT	1993.00
PARTS	4767.10
GAS, OIL, LUBE	0.00
SUBLET REPAIRS	0.00
AJSC/ENVIRONMENTAL CHARGES	320.00
TOTAL CHARGES	7080.70
LESS DISCOUNT/INSURANCE	0.00
SALES TAX	0.00
PLEASE PAY THIS AMOUNT	7080.70

+ 703.90 = 7784.60

DR

BOB BROWN CHEVROLET

3600 111th Street
 Urbandale, IA 50322 · Use Exit 126 Off I-80/235
 Phone: (515) 278-7844 · Toll Free: (800) 947-3350
 www.bobbrownchevy.com



CUSTOMER NO. BG100015		SERVICE ADVISOR 3110 SCOTT E MATLAGE	TAG NO. T1321	INVOICE DATE 23JAN23	INVOICE NO. 1391804
IOWA D.A.S. FLEET SERVICES STATE OF IOWA 109 SE 13TH ST DES MOINES, IA 50319-0106		HOURLY RATE 0.00	LICENSE NO. 10753	PO NO.	COLOR
		YEAR/MAKE/MODEL 16 DAIMLER CHRYSLER 200	MILEAGE IN 101337		MILEAGE OUT 101337
		VEHICLE IDENTIFICATION NO. 1C3CCCAB4GN111321	PROD. DATE		IN SERVICE DATE 01JAN16
EMAIL ADDRESS das.finance.payables@iowa.gov home		CELL PHONE	PROMISED 18:00 23JAN23	R.O. DATE 23JAN23	WAR EXP.
TEL HOME 515-438-3204	TEL BUSINESS EXT. 515-725-6198	COMMENTS DLR:18095 ENG:2.4_Liter			

A DAS FLEET SERVICES QUALITY CLAIMS SOLUTIONS CLAIM #APDS0102422646
 SUPPLEMENT FOR REPAIRS ON INVOICE # 1375843 STATE OF IOWA
 95 BODY REFINISH
 212 MURPHY, DANA LIC#: *
 CBP 570.00 570.00
 PM PAINT AND MATERIAL 133.90 133.90
 PARTS: 0.00 LABOR: 570.00 OTHER: 133.90 TOTAL LINE A: 703.90
 ADDITIONAL CHARGES TO INVOICE # 1375843 OF 7080.70 PLUS SUPPLEMENT
 OF 703.90 INVOICE # 1391804 TOTAL Invoice' s CHARGE IS \$7,784.60

*Total of orig Invoice 7080.70
 QCS Supplement of 703.90
 7784.60*

*Thank you -
 We appreciate your business!*

THE SELLING DEALER MAKES NO WARRANTY OF ANY KIND
 WHAT SOEVER AS TO THE MERCHANTABILITY OF THE
 PRODUCTS LISTED HEREON OR AS TO THEIR FITNESS FOR
 ANY PARTICULAR PURPOSE. ANY WARRANTY WHICH MAY
 EXIST IS AN AGREEMENT SOLELY BETWEEN THE
 MANUFACTURER AND THE PURCHASER.

X
 CUSTOMER SIGNATURE

DESCRIPTION	TOTALS
LABOR AMOUNT	570.00
PARTS	0.00
GAS, OIL, LUBE	0.00
SUBLET REPAIRS	0.00
MISC/ENVIRONMENTAL CHARGES	133.90
TOTAL CHARGES	703.90
LESS DISCOUNT/INSURANCE	0.00
SALES TAX	0.00
PLEASE PAY THIS AMOUNT	703.90



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

State Capitol Building
Des Moines, Iowa 50319-0004

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

242646

Rob Sand
Auditor of State

October 20, 2022

Victoria Newton
Executive Council
LOCAL

Subject: Damages to Vehicle #105973 Due to Deer on August 8, 2022
Department of Administrative Services
Claim dated August 29, 2022
AOS Claim ID: 2370

In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damages. 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 Executive Council approval in the amount of \$5,194.40, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ernest H. Ruben, Jr.".

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

cc: Adam Steen, Director, Department of Administrative Services
Jacquie Holm-Smith, 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

HON. ROB SAND
AUDITOR OF STATE

HON. MICHAEL L. FITZGERALD
TREASURER OF STATE

HON. MICHAEL L. NAIG
SECRETARY OF AGRICULTURE



Executive Council of Iowa

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

November 21, 2022

Mr. Kyle Harms
Office of the Treasurer
LOCAL

Dear Mr. Harms:

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 \$5,194.40, subject to audit of actual invoices. On August 8, 2022, Vehicle 105973 was damaged by a deer. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Victoria Newton
Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services
DAS Fleet Services, Risk
Joel Lunde, Department of Management

AOS Claim # 2370
TOS Job # _____