



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

September 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.....\$3,713.00
On May 24, 2024, Vehicle #464 was damaged by hail. Request was to cover repair costs.

This represents full and final payment, \$20.50 will be reverted and this allocation closed.

EXECUTIVE COUNCIL OF IOWA

Victoria Newton
Acting 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 # 3790
TOS Job # 2640



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

August 16, 2024

Kristi Onstot
Executive Council
L O C A L

Subject: Hail Damage to Vehicle #464 on May 24, 2024
Department of Administrative Services
Claim dated June 3, 2024
AOS Claim ID: 3790

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

Documented request		<u>\$ 3,713.00</u>
Executive Council Allocation		\$ 3,733.50
Less:		
Previous payments	\$ 0.00	
This payment	<u>3,713.00</u>	
Total		<u>\$ 3,713.00</u>
Remaining Executive Council allocation		<u>\$ 20.50</u>

We recommend reimbursement be made in the amount of \$3,713.00. This represents full and final payment of the loss. The remaining allocation should be reverted to the State Treasury.

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



Date: July 5, 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 #	3790
Vehicle / Event	#464/Weather
Event Date	May 24, 2024
Summary	Vehicle 464 sustained hail damage. (281775)
Amount Requested	\$3713.00 - 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

Warrants

[Edit](#)[Cancel](#)

* Required fields

Warrant Information

Fiscal Year	Amount	Warrant Number
2024	\$3,713.00	73112850
Vendor Customer	Line Number	Last Updated
00003082281	1	07/03/2024 07:32 PM

Issue Information

Issued	Void	Transaction ID
06/19/2024 12:00 AM	No	RISK00524164001
Duplicate	Transaction Line Number	Stop
No	1	No
Line Amount	Comments	
\$338.00		

Redeemed Information

Redeemed	Batch Number	Redeemed Bank
07/03/2024 12:00 AM	0000	0000
Sequence Number	Redeemed Fund	Redeemed Department
03308	0665	005

COA

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

[▶ Show More](#)

Warrants

[Edit](#)[Cancel](#)

* Required fields

Warrant Information

Fiscal Year	Amount	Warrant Number
2024	\$3,713.00	73112850
Vendor Customer	Line Number	Last Updated
00003082281	2	07/03/2024 07:32 PM

Issue Information

Issued	Void	Transaction ID
06/19/2024 12:00 AM	No	RISK00524164001
Duplicate	Transaction Line Number	Stop
No	2	No
Line Amount	Comments	
\$3,375.00		

Redeemed Information

Redeemed	Batch Number	Redeemed Bank
07/03/2024 12:00 AM	0000	0000
Sequence Number	Redeemed Fund	Redeemed Department
03308	0665	005

COA

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

[▶ Show More](#)

KEN BORTH AUTOBODY

301 11TH ST SW
PO BOX 1053
SPENCER, IA 51301
(712) 262-7076

INVOICE

RO# 41132

Est: Dale Kabrick

State Of Iowa Home: Work: 712-260-9774 Cell:	16 Dodge Charger Color: Type: PC 4 Door Sedan VIN: 2C3CDXKT6GH348123 Prod Date: Plate: 464 Odometer: 99255 Engine:	*Unknown Insurance* Adjustor: Phone: Claim #: Deductible: 0 Loss Type: Unknown
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P = Who Pays? (I = Insurance, C = Customer)

Qty	Type	Description	Part #	Amount	Sup #	Labor	Op	Labor Units	Paint Units	P
1	Sublet	Hood Panel (Alum) 31-50 Quarter - Add For Aluminum		625.00		Body				I
	Parts Existing	Hood Insulator				Body	R&I	0.3		I
1	Sublet	R Fender Panel 1-5 Quarter		150.00		Body				I
1	Sublet	R Frt Door Repair Panel (HSS) 1-5 Quarter A		150.00		Body				I
1	Sublet	L Frt Door Repair Panel (HSS) 1-5 Quarter B		150.00		Body				I
1	Parts New	L Frt Upr Door Adhesive Moulding	57010505AM	146.00		Body	Rep	0.3		I
1	Sublet	R Rear Door Repair Panel (HSS) 1-5 Quarter C		150.00		Body				I
1	Sublet	L Rear Door Repair Panel (HSS) 6-15 Quarter		225.00		Body				I
1	Parts New	L Rear Upr Door Adhesive Moulding	57010507AN	179.00		Body	Rep	0.3		I
1	Sublet	Roof Panel 16-30 Quarter		475.00		Body				I
	Parts Existing	Roof Headliner				Body	R&I	3.4		I
1	Sublet	R Quarter Outer Panel 6-15 Quarter		225.00		Body				I
1	Sublet	L Quarter Outer Panel 6-15 Quarter A		225.00		Body				I
	Parts Existing	Luggage Trim Panel				Body	R&I	0.3		I
1	Sublet	Luggage Lid Panel 6-15 Quarter B		300.00		Body				I
	Parts Existing	R Rear Combination Lamp				Body	R&I	0.3		I
	Parts Existing	L Rear Combination Lamp				Body	R&I	0.3		I
1	Parts New	LH Roof Rail 1-5 Quarter - Add For Double Panel		187.50		Body	Rep			I
1	Parts New	RH Roof Rail 1-5 Quarter - Add For Double Panel A		187.50		Body	Rep			I
									Sublet	2,675.00
									Labor	338.00
									Parts	700.00

SubTotal	3,713.00
Taxes	0.00
Grand Total	3,713.00

Due from Insurance		Due from Customer	
SubTotal	3,713.00	SubTotal	0.00
Tax	0.00	Tax	0.00
Total	3,713.00	Total	0.00
Total Amount		3,713.00	



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

Date: June 3, 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: ALLOCATION REQUEST - 29C20 Claim for Executive Council Consideration

Vehicle / Event	#464/Hail
Event Date	May 24, 2024
Summary	Vehicle 464 sustained hail damage. (281775)
Amount Requested	\$3,733.50 - 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,

Karl Bubser, Fleet Administrator
DAS Fleet Services
Karl.Bubser@iowa.gov
515-281-3162

Fwd: Vehicle Damage

1 message

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

Tue, May 28, 2024 at 8:14 AM

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

Please accept this email as initial 24 hr notification for AON. 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 Risk

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

109 SE 13th St, Des Moines, IA 50319

515-281-3162 office

das.risk@iowa.gov<https://das.iowa.gov>**Department of
Administrative Services**

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

From: **Kurtz Vincent** <kurtz@dps.state.ia.us>

Date: Fri, May 24, 2024 at 2:56 PM

Subject: Vehicle Damage

To: vehicledamage <vehicledamage@dps.state.ia.us>, Risk, DAS <das.risk@iowa.gov>

Cc: Williams Matthew <mwilliam@dps.state.ia.us>, Hesse Chase <hesse@dps.state.ia.us>

Good afternoon,

Lt. Williams #464 asked me to make this notification as his phone email is not working properly. The #464 squad car sustained hail damage in the early morning hours on 5-24-24 while parked at his residence. Lt. Williams will be securing a repair estimate early next week after the holiday weekend. We will forward this information as we have it.

Respectfully,

Vince

Sergeant Vince Kurtz ★495★

Iowa State Patrol District 6 HQ

503 West 44th Street

Spencer, IA 51301

712-262-1424 Office

www.dpscareers.com



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State Vehicle Damage Report

Attach this completed form to an email along with the items identified below and send to: *DPS – Vehicle Damage; DAS – Risk*

- One Repair Estimate from Approved State Bid Shop
- DOT MARS Report (if reportable)
- Memo from the Driver of the State Vehicle
- 3-4 photos of the vehicle damage

***Sworn Officers only: Complete a Line of Duty Form #432037 and send to DOT if 10-50 was reportable!!!

STATE VEHICLE: (Mark if Act of Nature) CASE #: 2024013109

Date: <small>(Month/Day/Year)</small>	05/24/24	Time: <small>(Time plus a.m./p.m.)</small>	0330 a.m.
Vehicle Plate #:	464	Vehicle Mileage:	99127
Vehicle Description: <small>(Yr/Make/Model/ & Vin#)</small>	2016 DODGE CHARGER VIN # 2C3CDXKT6GH348123		
Assigned To:	Matthew Williams	Badge #	464
Driven By:	Matthew Williams	Badge #	464
Driver's Lic #:	850AA7691	Damage:	\$3733.50
Vehicle Towed: <small>(Yes / No)</small>	No	Towed By:	
Towed To:		Towing Cost:	\$
Seat Belt: <small>(Yes / No)</small>		Type of Vehicle: <small>(Marked/Semi /Unmarked)</small>	
Injured/Injuries:	None		
Occupants: <small>(Other than driver)</small>	None		

VEHICLE #2:

DL #:		State:	
Vehicle Lic. #		State:	
Driver's Name:			
Driver's Address:			
Owner's Name:			
Owner's Address:			
Owner's Phone:			

Insurance Info: (Carrier/Policy #/Phone)			
Veh Description: (Yr/Make/Model & Vin#)			
Damage:	\$	Seat Belt: (Yes / No)	Yes
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)			

OTHER INFORMATION:

Witnesses:	NONE
Accident Location: (Street/Hwy)	92 Woodlyn Dr. Milford Ia 51351
County:	Dickinson
Weather/Road Conditions:	Rain/Hail
Narrative: During the early morning hours of May 24, 2024 Lt. Williams patrol vehicle sustained hail damage from a storm that past through the City of Milford.	
Property Damage other than Vehicles:	NONE
Cost:	\$NONE
Citations Issued To: (List Charge(s) and Statute Code(s))	NONE

Investigating Officer:	
------------------------	--

VEHICLE #3: (If needed) (For more vehicles, please make extra copies of this portion)

DL #:		State:	
Vehicle Lic. #		State:	
Driver's Name:			
Driver's Address:			
Owner's Name:			
Owner's Address:			

Owner's Phone:			
Insurance Info: (Carrier/Policy #/Phone)			
Veh Description: (Yr/Make/Model & Vin#)			
Damage:	\$	Seat Belt: (Yes / No)	
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)	Yes		

Line #	Description	LABOR				PART				
		Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
Front Fender										
5	101042 R Fender Panel	Paintless Repair	Body	0.0*#	1.3	Sublet			\$150.00*	
6	900501 1-5 Quarter									
Front Door										
7	101426 R Frt Door Repair Panel (HSS)	Paintless Repair	Body	0.0*#	7.0	Sublet			\$150.00*	
8	900501 1-5 Quarter									
9	101427 L Frt Door Repair Panel (HSS)	Paintless Repair	Body	0.0*#	7.0	Sublet			\$150.00*	
10	900501 1-5 Quarter									
11	101468 L Frt Upr Door Adhesive Moulding	Remove / Replace	Body	0.2	0.2	New	57010505AM	1	\$146.00	
Rear Door										
12	100732 R Rear Door Repair Panel (HSS)	Paintless Repair	Body	0.0*#	7.4	Sublet			\$150.00*	
13	900501 1-5 Quarter									
14	100733 L Rear Door Repair Panel (HSS)	Paintless Repair	Body	0.0*#	7.4	Sublet			\$225.00*	
15	900501 6-15 Quarter									
16	100740 L Rear Upr Door Adhesive Moulding	Remove / Replace	Body	0.2	0.2	New	57010507AN	1	\$179.00	
Roof										
17	101694 Roof Panel	Paintless Repair	Body	0.0*	19.0	Sublet			\$475.00*	
18	900501 16-30 Quarter									
19	101699 Roof Headliner	Remove / Install	Body	4.4#	4.4	Existing				
Quarter Panel										
20	100290 R Quarter Outer Panel	Paintless Repair	Body	0.0*#	17.2	Sublet			\$225.00*	
21	900501 6-15 Quarter									
22	100291 L Quarter Outer Panel	Paintless Repair	Body	0.0*#	17.7	Sublet			\$225.00*	
23	900501 6-15 Quarter									
Luggage Lid										
24	101797 Luggage Trim Panel	Remove / Install	Body	0.3	0.3	Existing				
25	102185 Luggage Lid Panel	Paintless Repair	Body	0.0*	1.8	Sublet			\$300.00*	
26	900501 6-15 Quarter									
Rear Lamps										
27	100462 R Rear Combination Lamp	Remove / Install	Body	0.6#	0.6	Existing				
28	100463 L Rear Combination Lamp	Remove / Install	Body	0.6#	0.6	Existing				
Special / Manual Entry										
29	900500 LH Roof Rail	Remove / Replace	Body*	0.0*	0.0	New		1	\$150.00*	
30	900510 Line Markup 25.0%								\$37.50	
31	900501 1-5 Quarter - Add For Double Panel									
32	900500 RH Roof Rail	Remove / Replace	Body*	0.0*	0.0	New		1	\$150.00*	

Line #	Description	LABOR			PART			
		Operation Type	Total Units	CEG	Type	Number	Qty	Total Price
33	900501 1-5 Quarter - Add For Double Panel							

* Judgment Item C Included in Clear Coat Calculation
T Included in Two Tone Calculation A Included in Clear Coat and Two Tone Calculation
Labor Note Applies r CEG R&R Time Used for this Labor Operation
d Discontinued by Manufacturer [] Verify the part number and price before ordering

Estimate Totals

Labor	Units	Rate	Sublet Add'l Amount	Totals
Body Labor	6.6	\$60.00	\$2,550.00	\$2,946.00
Total Labor	6.6		\$2,550.00	\$2,946.00
				Taxable \$0.00
				Tax 0.0000% \$0.00
				Non-Taxable \$2,946.00
				Pre-Tax Discount 0.00% \$0.00
				Labor Total \$2,946.00
Parts	Amount			
Taxable Parts		\$0.00		\$0.00
				Parts Adjustments \$162.50
				Tax 0.0000% \$0.00
				Non-Taxable \$625.00
				Pre-Tax Discount 0.00% \$0.00
				Parts Total \$787.50
Costs	Amount			
Paint Materials		\$0.00		\$0.00
Shop Materials		\$0.00		\$0.00
Other Additional Costs		\$0.00		\$0.00
				Taxable \$0.00
				Tax 0.0000% \$0.00
				Non-Taxable \$0.00
				Pre-Tax Discount 0.00% \$0.00
				Costs Total \$0.00
Gross Totals	Amount			
Gross Total		\$3,733.50		\$3,733.50
				Taxable \$0.00
				Tax \$0.00
				Non-Taxable \$3,733.50
				Pre-Tax Discount 0.00% \$0.00
				Gross Total \$3,733.50
Adjustments	Amount			
Total Customer Responsibility				\$0.00
Net Estimate Total				\$3,733.50

Estimate Event Log

Job Created 5/29/2024 10:25 AM
Estimate Started 5/29/2024 10:26 AM
Estimate Printed 5/29/2024 11:10 AM
Estimate Committed Estimate Not Committed
Estimate Retrieval ID 1001514028