



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

December 13, 2021

Victoria Newton  
Executive Council  
LOCAL

Subject: Hail Damage to Vehicle #1519, #1524, #1526, #2258 and #105740  
on July 11, 2020  
Department of Administrative Services  
Claim dated July 16, 2020  
Supplemental Request dated October 29, 2020  
AOS Claim ID: 1963

The Department's request included vendor invoices for vehicle damage inspection costs of \$757.25, which are considered administrative costs since they are incurred regardless of whether or not a claim is allowed under Chapter 29C.20 of the Code of Iowa. These costs will be deducted from the request. 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	\$	25,841.81
Excluded vehicle damage inspection costs		<u>(757.25)</u>
Revised request	\$	<u>25,084.56</u>
Executive Council Allocation (Revised)	\$	31,956.32
Less:		
Previous payments	\$	0.00
This payment		<u>25,084.56</u>
Total	\$	<u>25,084.56</u>
Remaining Executive Council allocation	\$	<u>6,871.76</u>

We recommend that reimbursement be made in the amount of \$25,084.56. This represents full and final payment on this allocation. The remaining allocation should be reverted to the State Treasury.

Sincerely,

Marlys K. Gaston, CPA  
Deputy Auditor of State

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