



OFFICE OF AUDITOR OF STATE  
STATE OF IOWA

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December 13, 2021

Victoria Newton  
Executive Council  
L O C A L

Subject: Deer Damage to Vehicle #1771 on September 30, 2020  
Department of Administrative Services  
Claim dated November 12, 2020  
AOS Claim ID: 2033

The Department's request included a vendor invoice for vehicle damage inspection costs of \$35.00, 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 the loss and have found the items to be in order as show below:

Documented request	\$	3,186.86
Excluded vehicle damage inspection costs		<u>(35.00)</u>
Revised request	\$	<u>3,151.86</u>
 Executive Council Allocation	\$	 3,368.46
 Less:		
Previous payments	\$	0.00
This payment		<u>3,151.86</u>
Total	\$	<u>3,151.86</u>
 Remaining Executive Council allocation	\$	 <u>216.60</u>

We recommend reimbursement be made in the amount of \$3,151.86. This represents full and final payment of the loss. 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