



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

Date: October 8, 2021

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 #	2123
Vehicle / Event	#105673 & 105681/Theft
Event Date	May 27, 2021
Summary	Vehicles had the catalytic converters stolen.
Amount Requested	\$5,327.25-Final Amount

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,

Mariah Flowers, Fleet Manager
DAS Fleet Services
Mariah.Flowers@iowa.gov
515-725-2243

Warrants

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	Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓	2022	71532577	1	\$2,430.98	09/28/2021	10/05/2021	00002088907

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▼Warrant Information

Fiscal Year : 2022 Amount : \$2,430.98
 Warrant Number : 71532577 Vendor Customer : 00002088907
 Line Number : 1 Last Updated : 10/6/21

▼Issue Information

Issued : 09/28/2021 Void : ☐
 Document ID : RISK00522271904 Duplicate : ☐
 Document Line Number : 1 Stop : ☐
 Line Amount : \$2,430.98
 Comments :

▼Redeemed Information

Redeemed : 10/05/2021 Batch Number : 0000
 Redeemed Bank : 0000 Sequence Number : 05267
 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 :

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Griffin Muffler & Brake Center, LLC
535 Avenue G
Fort Madison, IA. 52627
Phone: 319-372-2478 Fax: 319-372-1400
EXPERIENCE THE DIFFERENCE

INVOICE

35377

Org. Est. # 063169

INVOICE

105673

Ref # : Claim#221164

Work Completed : 06/28/2021

Date: 06/28/2021

Iowa State Industries

2005 Ford - Pickup F350 Super Duty - 6.8L, V10 (415CI) VIN(Y)

Lic # :

Odometer In : 1

Fort Madison, IA 52627

VIN # : 1FTWF31Y2 5EB03641

Part Description	/ Number	Qty	Sale	Ext	Labor Description	Ext
OXYGEN SENSOR 15717		2.00	114.93	229.86	CATALYTIC CONVERTER - Remove & Replace - F250 Super Duty,F350 Super Duty,Gas	257.00
O2 SENSOR - Upstream 250-24302		2.00	114.93	229.86		
CATALYTIC CONVERTER 93103		1.00	1,714.26	1,714.26		

Org. Estimate 2,430.98 Revisions 0.00 Current Estimate 2,430.98

Labor:	257.00
Parts:	2,173.98
SubTotal:	2,430.98
Tax:	0.00
Total:	2,430.98
Bal Due:	\$2,430.98

[Payments -]

www.griffinmuffler.com

Vehicle Received: 6/28/2021

Customer Number : 7135

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Signature _____ Date _____

Visit us on the web: www.griffinmuffler.com

Email Address: griffinmuffler@mchsi.com

Service Advisor : Kendrick, Katie, Tech : Mix, Brian

Warrants

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	Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓	2022	71451784	1	\$2,826.27	08/09/2021	08/13/2021	00002088907

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▼Warrant Information

Fiscal Year : 2022 **Amount :** \$2,826.27
Warrant Number : 71451784 **Vendor Customer :** 00002088907
Line Number : 1 **Last Updated :** 8/13/21

▼Issue Information

Issued : 08/09/2021 **Void :** ☐
Document ID : RISK00522218902 **Duplicate :** ☐
Document Line Number : 1 **Stop :** ☐
Line Amount : \$2,826.27
Comments :

▼Redeemed Information

Redeemed : 08/13/2021 **Batch Number :** 0000
Redeemed Bank : 0000 **Sequence Number :** 03883
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 :

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Griffin Muffler & Brake Center, LLC
535 Avenue G
Fort Madison, IA. 52627
Phone: 319-372-2478 Fax: 319-372-1400
EXPERIENCE THE DIFFERENCE

INVOICE

35237

Org. Est. # 063170

Invoice from History

Ref #: Claim 221162

Printed Date: 07/30/2021

Work Completed: 06/18/2021

Iowa State Industries

2013 Ford - E-350 Super Duty XL - 5.4L, V8 (330CI) VIN(L)

Lic #: 105681

Odometer In : 126042

Fort Madison, IA 52627

VIN #: 1FBSS3BL3 DDA68940

Part Description	/ Number	Qty	Sale	Ext	Labor Description	Ext
CATALYTIC CONVERTER 645160		1.00	1,874.45	1,874.45	CATALYTIC CONVERTER - Remove & Replace - V8	385.50
O2 SENSOR - Downstream 250-24001		2.00	114.93	229.86		
O2 SENSOR - UPSTREAM 250-25049		2.00	168.23	336.46		

Org. Estimate 2,533.02 Revisions 0.00 Current Estimate 2,533.02

Labor:	385.50
Parts:	2,440.77
SubTotal:	2,826.27
Tax:	0.00
Total:	2,826.27
Bal Due:	\$2,826.27

[Payments -]

www.griffinmuffler.com

Vehicle Received: 6/18/2021

Customer Number : 7135

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Signature _____ Date _____

Visit us on the web: www.griffinmuffler.com

Email Address: griffinmuffler@mchsi.com


Service Advisor : Kendrick, Katie, Tech : Bell, Eric

Warrants

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	Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓	2021	71354916	1	\$35.00	06/10/2021	06/18/2021	00003091427

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▼Warrant Information

Fiscal Year : 2021 **Amount :** \$35.00
Warrant Number : 71354916 **Vendor Customer :** 00003091427
Line Number : 1 **Last Updated :** 6/18/21

▼Issue Information

Issued : 06/10/2021 **Void :** ☐
Document ID : RISK00521160901 **Duplicate :** ☐
Document Line Number : 1 **Stop :** ☐
Line Amount : \$35.00
Comments :

▼Redeemed Information

Redeemed : 06/18/2021 **Batch Number :** 0000
Redeemed Bank : 0000 **Sequence Number :** 00604
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 :

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Quality Claims Solutions

Quality Claims Solutions

105 N Krohn Place

Sioux Falls, SD 57103

Phone: 877.237.3727

Fax: 866.371.2844

Federal Tax ID: 46-0461202

INVOICE =

Attention/Adjuster: Deb Anderson

Company Name: DAS Fleet Services

Address: 109 SE 13th St
Des Moines, IA 50319

Invoice No: APDSOI0221162-001-4136

Date: 06/9/2021 2:10 PM

Customer ID: IWAA

Claim Number: APDSOI0221162-001

Vehicle Owner: STATE OF IOWA

Quantity	Description	Unit Price	Extended Amount
1	Technical Estimate Review	\$35.00	\$35.00

Item Total: \$35.00

Sales Tax: N/A


Invoice Total: \$35.00

Warrants

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	Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓	2021	71372069	1	\$35.00	06/23/2021	06/30/2021	00003091427

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▼Warrant Information

Fiscal Year : 2021 **Amount :** \$35.00
Warrant Number : 71372069 **Vendor Customer :** 00003091427
Line Number : 1 **Last Updated :** 6/30/21

▼Issue Information

Issued : 06/23/2021 **Void :** ☐
Document ID : RISK00521174900 **Duplicate :** ☐
Document Line Number : 1 **Stop :** ☐
Line Amount : \$35.00
Comments :

▼Redeemed Information

Redeemed : 06/30/2021 **Batch Number :** 0000
Redeemed Bank : 0000 **Sequence Number :** 00869
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 :**
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Quality Claims Solutions

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105 N Krohn Place

Sioux Falls, SD 57103

Phone: 877.237.3727

Fax: 866.371.2844

Federal Tax ID: 46-0461202

INVOICE =

Attention/Adjuster: Deb Anderson

Company Name: DAS Fleet Services

Address: 109 SE 13th St
Des Moines, IA 50319

Invoice No: APDSOI0221164-001-5144

Date: 06/22/2021 2:00 PM

Customer ID: IWAA

Claim Number: APDSOI0221164-001

Vehicle Owner: STATE OF IOWA

Quantity	Description	Unit Price	Extended Amount
1	Technical Estimate Review	\$35.00	\$35.00

Item Total: \$35.00

Sales Tax: N/A

Invoice Total: \$35.00

Your Solution for Today's Claims
www.qcsdirect.com



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

September 15, 2021

Victoria Newton
Executive Council
LOCAL

Subject: Catalytic Converters Stolen from Two Vehicles on May 27, 2021
Department of Administrative Services
Claim dated July 1, 2021
AOS Claim ID: 2123

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. The Department requested an allocation of \$4,784.97; however, the estimate includes estimate review costs of \$70.00. These costs 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. This amount will be deducted from the Department's request. Therefore, we recommend an Executive Council allocation in the amount of \$4,714.97, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in cursive script that reads "Marlys K. Gaston".

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
Linda Leto, Department of Management