



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

July 14, 2025

Kristi Onstot
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #1366 on June 3, 2025
Department of Administrative Services
Claim dated June 3, 2025
AOS Claim ID: 4079

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 \$8,363.07; however, the estimate from the vendor included sales tax of \$547.12. This amount will be deducted from the Department's request. Therefore, we recommend an Executive Council allocation in the amount of \$7,815.95, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian R. Brustkern".

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
Heather Hackbarth, Department of Management



Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

ADAM STEEN, DIRECTOR

Date: June 3, 2025

To: Tammy Hollingsworth, Auditor of State
Victoria Newton, Treasurer of State
Executive Council

Re: ALLOCATION REQUEST - 29C20 Claim for Executive Council Consideration

Vehicle / Event	#1366 / Deer
Event Date	June 2, 2025
Summary	Vehicle 1366 - struck a deer (Claim # 308424)
Amount Requested	\$8,363.07 - Estimate
Supporting Documentation	29C20 Email Notification, Accident Report, & Repair Estimate

If you have any questions or are in need of additional information, please do not hesitate to contact me.

Thank you,



Ryan Betts
DAS Fleet Risk Program Manager
ryan.betts1@iowa.gov
515-281-8008



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

Fwd: 1366 deer accident

1 message

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

Tue, Jun 3, 2025 at 8:01 AM

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

Please accept this email as initial 24 hr notification for AON, vehicle 1366 struck a deer on 6/2/2025. I will forward all information as soon as it is received.

DAS Risk

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

510 E 12th St, Des Moines, IA 50319

515-281-3162 office

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

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.

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

From: **Hansen, Jordon** <jordon.hansen@dnr.iowa.gov>

Date: Mon, Jun 2, 2025 at 5:27 PM

Subject: 1366 deer accident

To: DAS Risk <DAS.Risk@iowa.gov>, Jaqueline Halsted <jaqueline.halsted@dnr.iowa.gov>, Matt Bruner<matt.bruner@dnr.iowa.gov>

Please see the attached state accident form. The estimate of damage was from local body shop in Hampton, Lance Studer Customs, so I could have it included with this report as I don't have an approved shop in my area and couldn't make it to one before close today.

--

Jordon Hansen**Conservation Officer, Franklin & Butler Counties**

Law Enforcement Bureau

Department of Natural Resources

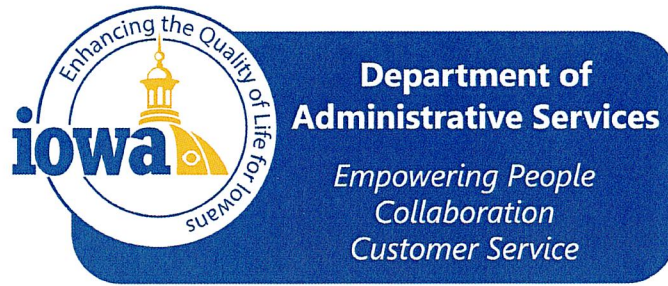
6200 Park Ave, Suite 200, Des Moines, IA 50321

319-240-8033 mobile

jordon.hansen@dnr.iowa.govwww.iowadnr.gov



AccidentReportForm june 25 deer.pdf
219K



Department of Administrative Services
DAS Fleet Services- Risk Management
109 SE 13th St
Des Moines, IA 50319

Vehicle Accident Report Form

- Render aid or assistance to the injured ([per Iowa Code 321.262](#)).
- The State of Iowa is self-insured. Refer to the insurance card and accident report procedures online or in your glove box packet. If the accident involves another party, exchange information with the driver or property owner. Do not admit fault or attempt to settle your claim.
- Call local law enforcement, if a fatality, injury or property damage has occurred, and obtain a police report. On the Capitol complex, call Iowa State Patrol, Post 16 at 515-281-5608.
- Within the first 24 hours, report accident or damage to DAS Fleet Services (515-281-3162 or DAS.Risk@iowa.gov), your agency fleet contact, and supervisor. Damage caused by an act of nature or unavoidable cause MUST be reported to DAS Fleet Services within 24 hours of the incident to qualify for contingent fund use ([per Iowa Code 29C.20](#)).
- For an estimate, locate the nearest contracted auto body repair shop in the Contracted Service Providers map. A contracted auto body shop within 30 miles should be used if available.
- If towing is necessary, contact DAS Fleet Services (515-281-3162) for assistance. After hours, call National Automobile Club (NAC) FleetRescue* (866-329-3471) or local law enforcement.
- Within 72 hours, print and submit a completed Accident Report Form, including a cost estimate from the auto body shop to DAS.Risk@iowa.gov.
- Any accident in the State of Iowa that causes death, personal injury, or total property damage of \$1,500 or more must be reported on an Iowa Accident Report Form UNLESS the accident is investigated by a law enforcement agency and a report is filed. Failure to return an accident report form within 72 hours may result in suspension of driving privileges.

Vehicle Accident Report

Time and location of accident

Accident Date (Mo/Day/Year)	Time	No. of Vehicles
06/02/2025	1:11PM	1
County	State	
BUTLER	IOWA	

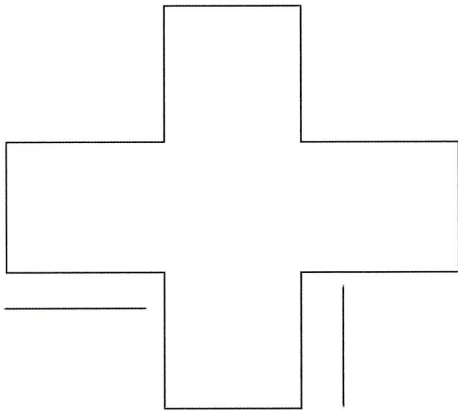
Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
JORDON HANSEN		2188 HEATHER AVE	
Driver's License No./State		City, State, Zip	
669YY7869		LATIMER IA 50452	
Date of Birth	Department	Work Phone	Home Phone
06/16/1988	DNR	319-240-8033	7122091588
License Plate No.	VIN	Year, Make, Model	
1366	1GCRYAEF5LZ195192	2020 CHEVY 1500	
Estimate (\$) of Damage		Description of Damage	
\$8363.07		DRIVERS FRONT FENDER AREA DENT AND BROKE OFF AND FRONT BUMPER.	

Vehicle 2 (other vehicle) if more than two vehicles-use additional forms

Driver's Name		Street Address	
Driver's License No./State		City, State, Zip	
Date of Birth	Work Phone	Home Phone	License Plate No.
Description of Damage			

Property Damage other than vehicle (fence, utility pole, etc)	
Owner's Name, Address and Phone	Description of Property Damaged
Injured Persons (attach additional sheets if necessary)	
Vehicle No. 1/ Name and Address	Describe Injuries
Vehicle No. 2/ Name and Address	Describe Injuries
Witness	
Name	Address/Phone
Name	Address/Phone

Accident Diagram	
<p>Complete diagram below, include a description of what happened. Use the outline below to sketch the scene of your accident, writing in street or highway names or numbers. Use number 1 to indicate the State vehicle.</p>	
	<p>Hit deer while driving South on Douglas Ave in the 2300 Blk.</p>

Accident Information Exchange Sheet

Other Vehicle information

Driver's Name	
Street Address	
Driver Phone	
Driver's License No./State	
Vehicle Plate No.	
Vehicle year, make, model	
VIN	
Insurance Company Name	
Policy No.	
Agent name	
Agent phone	
Owner's Name/Address (if different)	

Submit this information along with the accident report to DAS Fleet Service within 72 hours of the accident.

Complete the next section, tear at the dotted line and give to the other party involved.

State Vehicle Insurance Information

Driver's Name	
Driver's License No./State	
Vehicle Plate No.	
Vehicle year, make, model	
VIN	

The State of Iowa is self-insured.
If you have any questions regarding an accident, please contact
DAS Fleet Services at 515-281-3162 of DAS.Risk@iowa.gov



Lance Studer Customs

Quality Before Quantity
301 1st. Ave. NW, Hampton, IA 50441
Phone: (319) 215-8101

Workfile ID: 34aba7ec
Federal ID: 87-2602658
State ID: 3-05-107711
License Number: 470819

Preliminary Estimate

Customer: DNR

Job Number:

Written By: Lance Studer

Insured: DNR
Type of Loss:
Point of Impact: 11 Left Front

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:

DNR

Inspection Location:

Lance Studer Customs
301 1st. Ave. NW
Hampton, IA 50441-1708
Repair Facility
(319) 215-8101 Business

Insurance Company:

VEHICLE

2020 CHEV Silverado 1500 Work Truck Double Cab 147" WB 4WD 4D P/U 8-5.3L Gasoline Direct Injection

VIN: 1GCRYAEF5LZ195192
License:
State:

Interior Color:
Exterior Color:
Production Date:

Mileage In:
Mileage Out:
Condition:

Vehicle Out:

Job #:

TRANSMISSION

Automatic Transmission
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks

DECOR

Dual Mirrors

Tinted Glass

CONVENIENCE

Air Conditioning
Tilt Wheel
Message Center
Telescopic Wheel
Backup Camera

RADIO

AM Radio
FM Radio

Stereo

Search/Seek

Auxiliary Audio Connection

SAFETY

Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Traction Control
Stability Control

Front Side Impact Air Bags

Head/Curtain Air Bags

Hands Free Device

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

TRUCK

Rear Step Bumper

Preliminary Estimate

Customer: DNR

Job Number:

2020 CHEV Silverado 1500 Work Truck Double Cab 147" WB 4WD 4D P/U 8-5.3L Gasoline Direct Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1	FRONT BUMPER						
2		O/H front bumper				3.0	
3	Repl	Front bumper w/o ft park assist chrome	84588809	1	961.32	Incl.	
4	Repl	LT Side bracket	84219065	1	105.63	Incl.	
5	R&I	RT Side bracket				Incl.	
6	Repl	LT Center support	84447423	1	41.10	Incl.	
7	Repl	Lower cover w/o skid plate, w/tow hooks w/o enhanced towing	84219069	1	453.27	Incl.	
8	R&I	RT Filler panel US built				Incl.	
9	Repl	LT Filler panel US built	84658017	1	142.60	Incl.	1.1
10		Add for Clear Coat					0.4
11	Repl	LT Inner bracket	23388668	1	43.68	Incl.	
12	Repl	LT Outer molding	84588810	1	67.50	Incl.	
13	R&I	RT Outer molding				Incl.	
14	R&I	Upper molding				Incl.	
15	R&I	RT Trim cover w/o fog lamps				Incl.	
16	R&I	LT Trim cover w/o fog lamps				Incl.	
17	Repl	Lower deflector	84219087	1	79.93	Incl.	
18	Repl	LT Filler panel Mexico built	84934129	1	167.23	Incl.	Incl.
19	GRILLE						
20	Repl	Grille Work Truck	84401129	1	978.13	Incl.	
21	FRONT LAMPS						
22	Repl	LT Headlamp assy	84621848	1	1,165.65	0.5	
23		Aim headlamps				0.5	
24	RADIATOR SUPPORT						
25	Repl	LT Diagonal brace upper	84455013	1	16.20	0.2	
26	FENDER						
27	Repl	LT Fender	84502610	1	616.98	2.1	2.2
28		Overlap Major Non-Adj. Panel					-0.2
29		Add for Clear Coat					0.4
30		Add for Edging					0.5
31		Add for Clear Coat					0.1
32	#	Rpr Color sand and buff					2.0
33	Repl	LT Fender liner	84533746	1	218.18	Incl.	
34	R&I	LT Mud guard OEM				0.2	
35	FRONT DOOR						
36	*	Rpr LT Door shell (ALU)				<u>1.0</u>	2.4
37		Overlap Major Adj. Panel					-0.4
38		Add for Clear Coat					0.4
39	R&I	LT R&I mirror				0.3	
40	R&I	LT Handle, outside w/o passive				0.3	

Preliminary Estimate

Customer: DNR

Job Number:

2020 CHEV Silverado 1500 Work Truck Double Cab 147" WB 4WD 4D P/U 8-5.3L Gasoline Direct Injection

		entry black				
41		R&I LT R&I trim panel				0.4
42		Repl LT Belt molding black	84842462	1	66.55	0.3
43	#	Subl Hazardous waste removal		1	7.50 T	
44	#	Repl Corrosion protection primer		1	20.00 T	
45	#	Repl Cover Car		1	15.00 T	
46	#	Color tint / color match		1		2.0
SUBTOTALS				5,166.45	8.8	10.9

ESTIMATE TOTALS

Category	Basis			Rate	Cost \$
Parts					5,123.95
Body Labor	8.8 hrs	@		\$ 85.00 /hr	748.00
Paint Labor	10.9 hrs	@		\$ 85.00 /hr	926.50
Paint Supplies	10.9 hrs	@		\$ 65.00 /hr	708.50
Body Supplies	4.1 hrs	@		\$ 65.00 /hr	266.50
Miscellaneous					42.50
Subtotal					7,815.95
Sales Tax	\$ 7,815.95	@		7.0000 %	547.12
Grand Total					8,363.07

MyPriceLink Estimate ID / Quote ID:

1358922349784604672 / 145594220

Preliminary Estimate

Customer: DNR

Job Number:

2020 CHEV Silverado 1500 Work Truck Double Cab 147" WB 4WD 4D P/U 8-5.3L Gasoline Direct Injection

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR1GH19, CCC Data Date 05/15/2025, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2024 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category.
X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category.
M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel.
CAPA=Certified Automotive Parts Association. CFC=Carbon Fiber.
D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part.
O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. STS=Stainless Steel. Subl=Sublet.
UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Solutions Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

Lance Studer Customs
301 1st. Ave. NW, Hampton, IA 50441
Phone: (319) 215-8101

Image Report

Owner:	DNR	Insurance:		Estimator:	Lance Studer	Vehicle Out:
Job Number:		Claim Number:				
Year:	2020	Color:		License Plate:		Production Date:
Make:	CHEV	Body Style:	4D P/U	State:		Mileage In:
Model:	Silverado 1500 Wo...	Engine:	8-5.3L Gasoline ...	VIN:	1GCRYAEF5LZ195192	Condition:



6/2/2025 E01
Comments:



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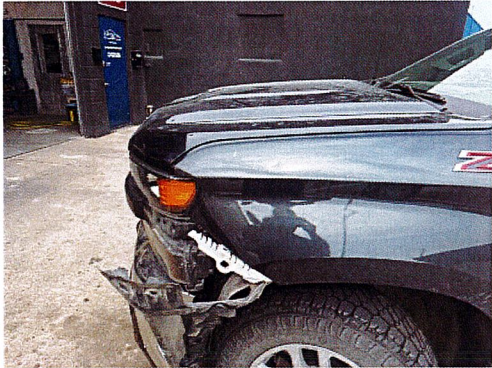
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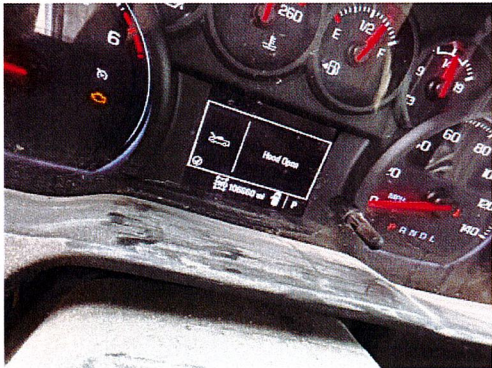
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6/2/2025 E01
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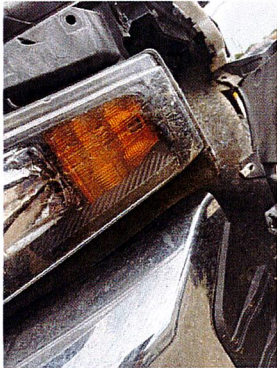
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301 1st. Ave. NW, Hampton, IA 50441
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6/2/2025 E01
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