

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

August 5, 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 today's date, approved Department of Administrative Services request for an emergency allocation in the amount of \$7,039.60, subject to an audit of actual invoices. On June 6, 2024, Vehicle #1126 was damaged by a deer. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot

Kristi Onstot
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 # 3819
TOS Job # _____



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 24, 2024

Kristi Onstot
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #1126 on June 6, 2024
Department of Administrative Services
Claim dated June 7, 2024
AOS Claim ID: 3819

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 \$7,532.37; however, the estimate from the vendor includes sales tax of \$492.77. Therefore, we recommend an Executive Council allocation in the amount of \$7,039.60, subject to an audit of actual invoices.

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
Heather Hackbarth, Department of Management



Governor Kim Reynolds
Lt. Governor Adam Gregg

Adam Steen, Director

Date: June 7, 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	#1126/Animal
Event Date	June 6, 2024
Summary	Vehicle 1126 struck a deer. (282423)
Amount Requested	\$7,532.37 - 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,

A handwritten signature in black ink, appearing to read "Karl Bubser".

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

29C20

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

Thu, Jun 6, 2024 at 8:26 AM

Draft 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, vehicle 1126 struck a deer on 6/6/24. 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

Jensen Deer w/ 1126

Vehicle Accident Report

Time and location of accident

Accident Date (Mo/Day/Year)	Time	No. of Vehicles
6-6-2024	0515	1
County	State	
Beaton	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Dave Jensen		313 Lane Dale	
Driver's License No./State		City, State, Zip	
073CC8047		Rockwell City, IA 50579	
Date of Birth	Department	Work Phone	Home Phone
06-01-1969	DOC	712 297 7521	
License Plate No.	VIN	Year, Make, Model	
1126	2C4RDG8G3KR780681	Dodge Charger	
Estimate (\$) of Damage		Description of Damage	
		Driver side Front Quarter	

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

Driver's Name		Street Address	
N/A			
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 <i>N/A</i>	Description of Property Damaged
Injured Persons (attach additional sheets if necessary)	
Vehicle No. 1/ Name and Address <i>N/A</i>	Describe Injuries
Vehicle No. 2/ Name and Address	Describe Injuries
Witness	
Name	Address/Phone
<i>Gordon Wood</i>	<i>712-210-6917</i>
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>

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 or DAS.Risk@iowa.gov

McChesney Auto
 3292 270th Street, Somers, IA 50586
 Office: (515) 467-5546
 mcchesneyauto@wccta.net

Estimate ID
 18787729
 Original

Owner
 North central Correctional facility

Appraiser
 Jonathan McChesney
 mcchesneyauto@wccta.net

Classification
 None

Loss Type Deductible
 Unknown Unknown

2019 Dodge Grand Caravan SE Van 121" WB 3.6L 6 Cyl Gas Injected 2WD

VIN Drivable Odometer Mitchell Service Code
 2C4RDGBG3KR780681 Unknown 95399 911405

Options

4 Doors	Air Conditioning	Alum/Alloy Wheels	Anti-Lock Brake Sys. (ABS)	Automatic Headlights
Auxiliary Input	Bluetooth Wireless Connectivity	CD Player	Cruise Control	Daytime Running Lights
Driver-Front Air Bag	Dual A/C	Electric Defogger	Electronic Stability Control	Hard Drive
Heated Mirror	Interior Automatic Day/Night Or Electrochromatic Mirror	Keyless Entry System	Leather Steering Wheel	Left-Curtain Air Bag
MP3 Player	Passenger-Front Air Bag	Power Door Locks	Power Remote Mirror	Power Steering
Power Windows	Privacy Glass	Rear Bench Seat	Rear Gate Wiper	Rear Heating, Ventilation & Air Conditioning
Rear Spoiler	Rearview Camera	Remote Vehicle Starter System	Satellite Radio	Second Row Side Airbag With Head Protection
Side Airbags	Steering Wheel Mounted Audio Control	Theft Deterrent Sys.	Third Door	Third Row Seat
Tilt Steering Wheel	Tire Pressure Monitoring System	Traction Control/Electronic	Trip Computer	

North central Correctional facility | 2019 Dodge Grand Caravan SE

Parts Profile Parts Profile Version
 N/A N/A

Line #	Description	LABOR				PART				
		Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
Front Lamps										
1	100041 L Frt Combination Lamp	Remove / Replace	Body	0.3#	0.3	Aftermarket New		1	\$453.00*	Yes
2	AUTO Frt Bumper Cover	Remove / Install	Body	1.4	1.4					
3	AUTO Headlamps	Check / Adjust	Body	0.4	0.4					
Hood										
4	100555 Hood Panel (Alum)	Remove / Replace	Body	1.6	1.6	Aftermarket New		1	\$934.00*	Yes

Line #	Description	LABOR				PART				
		Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
5	AUTO Hood Outside	Refinish Only	Refinish	2.6 C	2.6					
6	AUTO Add For Hood Underside	Refinish Only	Refinish	1.3 C	1.3					
Front Fender										
7	100398 L Fender Panel	Remove / Replace	Body	1.4#	1.4	Aftermarket New		1	\$471.00*	Yes
8	AUTO L Fender Outside	Refinish Only	Refinish	1.8 C	2.2					
9	AUTO L Add To Edge Fender	Refinish Only	Refinish	0.5 C	0.5					
10	100409 L Fender Liner	Remove / Replace	Body	INC#	0.3	Aftermarket New		1	\$97.00*	Yes
Front Inner Structure										
11	101955 Frt Body Closing Panel (Com)	Remove / Replace	Body	4.2#	4.2	Aftermarket New		1	\$569.00*	Yes
12	AUTO R Front Combination Lamp	Remove / Install	Body	0.3#	0.3					
13	AUTO L Front Combination Lamp	Remove / Install	Body	INC#	0.3					
14	AUTO Add To R&I/R&R Mechanical Components - M	Remove / Replace	Mechanical	0.6#	0.6					
Front Door										
15	101388 L Frt Door Shell	Remove / Replace	Body	5.4#	5.4	Qual Recycled Part		1	\$750.00*	Yes
16	AUTO L Frt Door Outside	Refinish Only	Refinish	1.9 C	2.3					
17	AUTO L Frt Add For Jambs & Interior	Refinish Only	Refinish	1.0 C	1.0					
18	AUTO L Frt Add To R&I/R&R Side Air Bag Sensor	Remove / Replace	Mechanical	0.3	0.3					
Side Door										
19	100191 L Side Door Shell	Remove / Replace	Body	6.4#	6.4	Qual Recycled Part		1	\$500.00*	Yes
20	AUTO L Side Door Outside	Refinish Only	Refinish	2.2 C	2.6					
21	AUTO L Add For Jambs & Interior	Refinish Only	Refinish	1.0 C	1.0					
Van Side Panel										
22	100973 L Van Side Panel Outside	Blend	Refinish	1.0 C	2.6	Existing				
Additional Costs & Materials										
23	AUTO Paint/Materials	Additional Cost							\$705.60*	Yes
24	AUTO Hazardous Waste Disposal	Additional Cost							\$5.00*	Yes
Additional Operations										
25	AUTO Clear Coat	Additional Operation	Refinish	3.5	0.0				\$0.00	
* 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								

Disclaimer: This estimate has been prepared based on the use of aftermarket crash parts supplied by a source other than the manufacturer of your motor vehicle. Any warranties applicable to these replacement parts are provided by the manufacturer or distributor of these parts rather than the manufacturer of your vehicle.

Disclaimer: Recycled part pricing may represent either actual pricing (the price at which the recycler is willing to sell the part for in its existing condition) or undamaged pricing (the price at which the recycler would sell the part if it was in undamaged condition). If you are unsure, please contact the automotive recycler.

Estimate Totals

Labor	Units	Rate	Sublet Add'l Amount	Totals
Body Labor	21.4	\$65.00		\$1,391.00
Refinish Labor	16.8	\$65.00		\$1,092.00
Mechanical Labor	0.9	\$80.00		\$72.00
Total Labor	39.1			\$2,555.00
				Taxable \$2,555.00
				Tax 7.0000% \$178.85
				Non-Taxable \$0.00
				Pre-Tax Discount 0.00% \$0.00
				Labor Total \$2,733.85
Parts	Amount			
Taxable Parts	\$3,774.00			\$3,774.00
				Parts Adjustments \$0.00
				Tax 7.0000% \$264.18
				Non-Taxable \$0.00
				Pre-Tax Discount 0.00% \$0.00
				Parts Total \$4,038.18
Costs	Amount			
Paint Materials	\$705.60			\$705.60
Shop Materials	\$0.00			\$0.00
Other Additional Costs	\$5.00			\$5.00
				Taxable \$710.60
				Tax 7.0000% \$49.74
				Non-Taxable \$0.00
				Pre-Tax Discount 0.00% \$0.00
				Costs Total \$760.34
				Paint Materials: - Rate: \$42.00 - Rate Max: 99.9 units - Additional Rate: \$0.00
Gross Totals	Amount			
Gross Total	\$7,532.37			\$7,532.37
				Taxable \$7,039.60
				Tax \$492.77
				Non-Taxable \$0.00
				Pre-Tax Discount 0.00% \$0.00
				Gross Total \$7,532.37
Adjustments	Amount			
Total Customer Responsibility				\$0.00

Estimate Totals

Net Estimate Total **\$7,532.37**

Disclaimer: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Estimate Event Log

Job Created	6/7/2024 09:12 AM
Estimate Started	6/7/2024 09:14 AM
Estimate Printed	6/7/2024 09:31 AM
Estimate Committed	Estimate Not Committed
Estimate Retrieval ID	1001651153