

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 \$3,374.58, subject to an audit of actual invoices. On April 30, 2024, Vehicle #502 was damaged by hail. 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 # 3750
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 Facsimile (515) 281-6518

July 24, 2024

Kristi Onstot
Executive Council
L O C A L

Subject: Hail Damage to Vehicle #502 on April 30, 2024
Department of Administrative Services
Claim dated June 4, 2024
AOS Claim ID: 3750

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. Therefore, we recommend an Executive Council allocation in the amount of \$3,374.58, 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 4, 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	#502/Weather
Event Date	April 30, 2024
Summary	Vehicle 502 sustained hail damage. (280018)
Amount Requested	\$3,374.58 - 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 "K. Bubser".

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



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

29C20

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

Wed, May 1, 2024 at 11:04 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 502 sustained hail damage on 4/30/24. 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

State Vehicle Damage Report

Attach this completed form to an email along with the items identified below and send to: vehicledamage@dps.state.ia.us ; das.risk@iowa.gov

- One Repair Estimate from Approved State Bid Shop
- DOT MARS Report (if reportable)
- Memo from the Driver of the State Vehicle
- 3-4 photos of the vehicle damage

***Sworn Officers only: Complete a Line of Duty Form #432037 and send to DOT if 10-50 was reportable!!!

STATE VEHICLE: (Mark if Act of Nature X) CASE #:

Date: <small>(Month/Day/Year)</small>	4-30-2024	Time: 1930 <small>(Time plus a.m./p.m.)</small>	p.m.
Vehicle Plate #:	502	Vehicle Mileage:	59832
Vehicle Description: <small>(Yr/Make/Model/ & Vin#)</small>	White, 2021 Chevy Tahoe 1GNSKLED2MR256276		
Assigned To:	Justin Brown	Badge # 502	
Driven By:	Justin Brown	Badge # 502	
Driver's Lic #:	418AF7596	Damage:	Hail Damage: Hood and Roof
Vehicle Towed: <small>(Yes / No)</small>	NO	Towed By:	
Towed To:		Towing Cost:	\$
Seat Belt: <small>(Yes / No)</small>		Type of Vehicle: <small>(Marked/Semi /Unmarked)</small>	
Injured/Injuries:	NO		
Occupants: <small>(Other than driver)</small>	NO		

VEHICLE #2:

DL #:		State:	IA
Vehicle Lic. #		State:	IA
Driver's Name:			
Owner's Name:			
Owner's Address:			
Owner's Phone:			

Insurance Info: (Carrier/Policy #/Phone)			
Veh Description: (Yr/Make/Model & Vin#)			
Damage:		Seat Belt: (Yes / No)	
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)			

OTHER INFORMATION:

Witnesses:			
Accident Location: (Street/Hwy)			
County:			
Weather/Road Conditions:			
Property Damage other than Vehicles:			
Cost:			
Citations Issued To: (List Charge(s) and Statute Code(s))			

Investigating Officer:	
------------------------	--

VEHICLE #3: (If needed) (For more vehicles, please make extra copies of this portion)

DL #:		State:	
Vehicle Lic. #		State:	
Driver's Name:			
Driver's Address:			
Owner's Name:			
Owner's Address:			

Owner's Phone:			
Insurance Info: (Carrier/Policy #/Phone)			
Veh Description: (Yr/Make/Model & Vin#)			
Damage:	\$	Seat Belt: (Yes / No)	
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)			

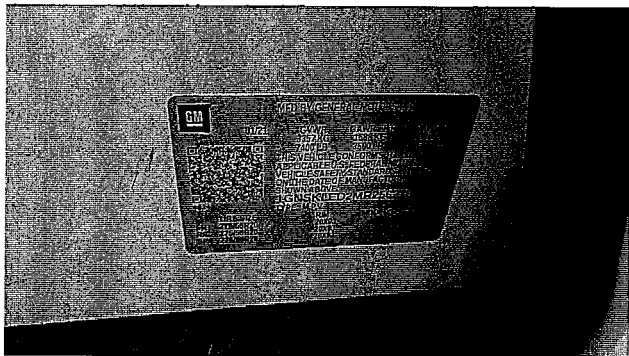
ADAMS AUTOBODY CO INC. (R41409)

1823 Hwy 137 N, ALBIA, IA 52531

Phone: (641) 932-2515, Fax: (641) 932-2445

Image Report

Owner:	ISP 502, Iowa State	Insurance:		Estimator:	Aimee Adams	Vehicle Out:	
Job Number:		Claim Number:					
Year:	2021	Color:	WHITE	License Plate:	502	Production Date:	1/2021
Make:	CHEV	Body Style:	4D UTV	State:	IA	Mileage In:	59,927
Model:	Tahoe Commercial...	Engine:	8-5.3L Gasoline ...	VIN:	1GNSKLED2MR256276	Condition:	



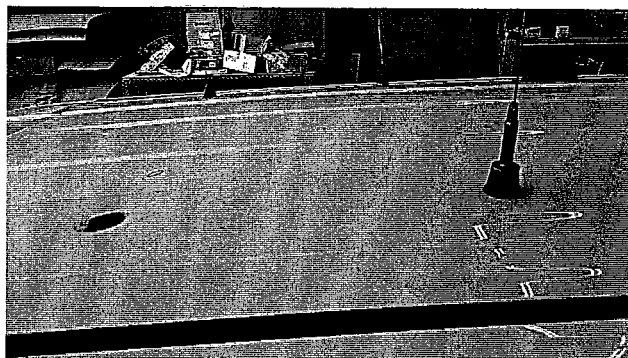
05/01/2024

Comments:



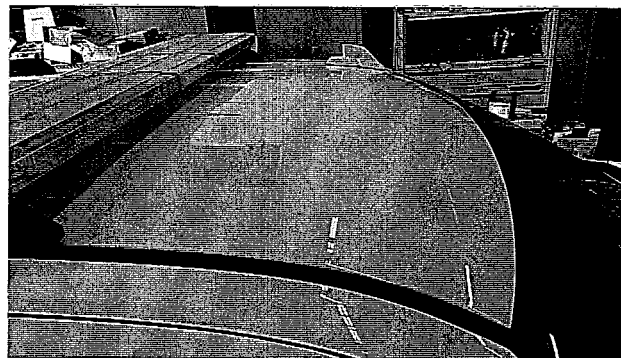
05/01/2024

Comments:



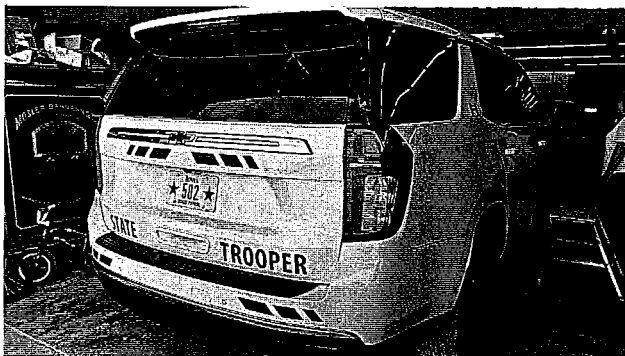
05/01/2024

Comments:



05/01/2024

Comments:



05/01/2024

Comments:



05/01/2024

Comments:

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1823 Hwy 137 N, ALBIA, IA 52531

Phone: (641) 932-2515, Fax: (641) 932-2445

Image Report

Owner:	ISP 502, Iowa State	Insurance:		Estimator:	Aimee Adams	Vehicle Out:	
Job Number:		Claim Number:					
Year:	2021	Color:	WHITE	License Plate:	502	Production Date:	1/2021
Make:	CHEV	Body Style:	4D UTV	State:	IA	Mileage In:	59,927
Model:	Tahoe Commercial...	Engine:	8-5.3L Gasoline ...	VIN:	1GNSKLED2MR256276	Condition:	



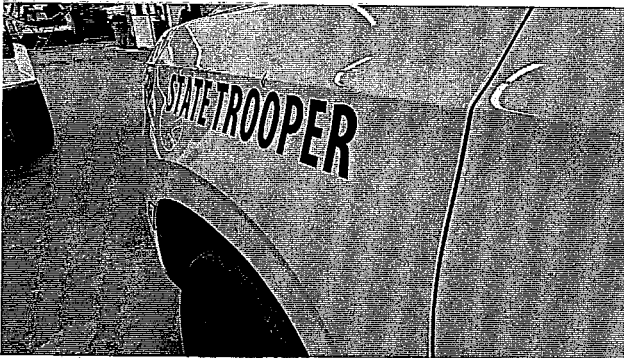
05/01/2024

Comments:



05/01/2024

Comments:



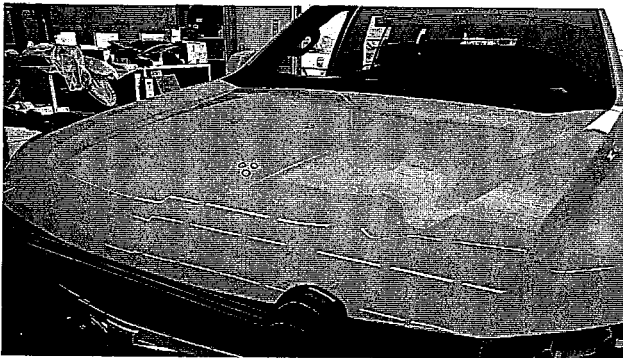
05/01/2024

Comments:



05/01/2024

Comments:



05/01/2024

Comments:



05/01/2024

Comments:

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Phone: (641) 932-2515, Fax: (641) 932-2445

Image Report

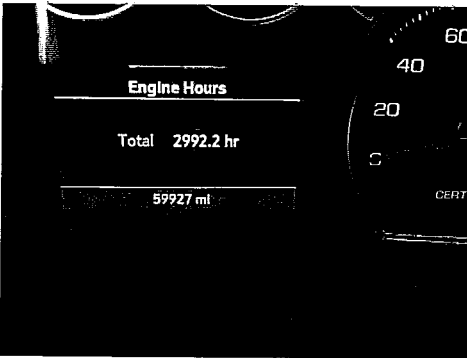
Owner:	ISP 502, Iowa State	Insurance:		Estimator:	Aimee Adams	Vehicle Out:	
Job Number:		Claim Number:					
Year:	2021	Color:	WHITE	License Plate:	502	Production Date:	1/2021
Make:	CHEV	Body Style:	4D UTV	State:	IA	Mileage In:	59,927
Model:	Tahoe Commercial...	Engine:	8-5.3L Gasoline ...	VIN:	1GNSKLED2MR256276	Condition:	



05/01/2024
Comments:



05/01/2024
Comments:



05/01/2024
Comments:



MEMORANDUM

TO: Sgt Jave Colburn

FROM: Justin Brown

DATE: 05-01-2024

SUBJECT: VEHICLE DAMAGE

On 04-30-24 at approximately 2000 hours a severe thurnderstorm went through Appanoose County that produced hail. My squad car has hail damage to the roof, hood and front driver side fender.

2021 Chevrolet Tahoe
VIN: 1GNSKLED2MR256276
59,832 MILES

**ADAMS AUTOBODY CO INC.
(R41409)**

adamsalbia@iowatelecom.net
1823 Hwy 137 N, ALBIA, IA 52531
Phone: (641) 932-2515
FAX: (641) 932-2445

Workfile ID: a7b25c93
PartsShare: 7VK9M5
Federal ID: 42-1363647

Preliminary Supplement 1 with Summary

Customer: ISP 502, Iowa State Patrol

Job Number:

Written By: Aimee Adams

Insured: ISP 502, Iowa State Patrol Policy #: Claim #: 280018
Type of Loss: Date of Loss: Days to Repair: 0
Point of Impact: 27 Hail

Owner: ISP 502, Iowa State Patrol
Inspection Location: ADAMS AUTOBODY CO INC. (R41409)
1823 Hwy 137 N
ALBIA, IA 52531
Repair Facility
(641) 932-2515 Business
Insurance Company:

VEHICLE

2021 CHEV Tahoe Commercial 4WD (Fleet) 4D UTV 8-5.3L Gasoline Direct Injection WHITE

VIN: 1GNSKLED2MR256276 Interior Color: Mileage In: 59,927 Vehicle Out:
License: 502 Exterior Color: WHITE Mileage Out:
State: IA Production Date: 1/2021 Condition: Job #:

TRANSMISSION

Automatic Transmission
Overdrive
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Heated Mirrors
Power Driver Seat
Power Passenger Seat

DECOR

Dual Mirrors
Privacy Glass
Console/Storage

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Alarm
Message Center
Steering Wheel Touch Controls
Rear Window Wiper
Telescopic Wheel
Climate Control
Dual Air Condition

Backup Camera
Parking Sensors

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
Communications System
Hands Free Device
Xenon or L.E.D. Headlamps

Positraction
Lane Departure Warning

ROOF

Luggage/Roof Rack

SEATS

3rd Row Seat

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

TRUCK

Trailer Hitch
Trailer Package
Running Boards/Side Steps

Preliminary Supplement 1 with Summary

Customer: ISP 502, Iowa State Patrol

Job Number:

2021 CHEV Tahoe Commercial 4WD (Fleet) 4D UTV 8-5.3L Gasoline Direct Injection WHITE

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1 HOOD							
2	*	S01 PDR Hood		1	375.00 X		
		Note: PDR 50 quarter					
3		R&I Insulator				0.3	
4	S01 R&I	R&I hood assy				0.6	
5 FENDER							
6		R&I LT Fender liner w/o Z71, Police, SSV				0.3	
7	#	S01 LT Fender Oversized		1	120.00		
8	*	S01 PDR LT Fender		1	175.00 X		
		Note: PDR 10 half					
9	S01 R&I	RT Fender liner w/o Z71, Police, SSV				0.3	
10	*	S01 PDR RT Fender		1	150.00 X		
		Note: PDR 6 quarter					
11 ROOF							
12	*	S01 PDR Roof panel w/luggage rails +25%		1	593.75 X		
		Note: PDR 50 quarter EXTENDED PANEL MARKUP 25%					
13		R&I R&I headliner				3.7	
14	#	Pre Scan		1	85.00 X		
15	#	Post Scan		1	85.00 X		M
16 REAR DOOR							
17	*	S01 PDR LT Door shell w/o body side moldings +25%		1	187.50 X		
		Note: PDR 6 quarter DOUBLE PANEL OR GLUE PULL MARKUP					
18	S01 Repl	LT Belt molding chrome	85138605	1	21.03	0.3	
19 QUARTER PANEL							
20	*	S01 PDR LT Quarter panel		1	225.00 X		
		Note: PDR 5 quarter, 1 half					
21 LIFT GATE							
22	*	S01 PDR Lift gate +25%		1	187.50 X		
		Note: PDR 15 quarter ALUMINUM 25% MARKUP					
23	#	S01 Glue pull, double panle		1	20.00		
24 REAR LAMPS							
25	S01 R&I	LT Tail lamp				0.4	
26	#	S01 LT RAIL 6-15 QUARTER SIZE		1	325.00		
27	#	S01 RT RAIL 16-30 QUARTER SIZE		1	400.00		
SUBTOTALS					2,949.78	5.9	0.0

Preliminary Supplement 1 with Summary

Customer: ISP 502, Iowa State Patrol

Job Number:

2021 CHEV Tahoe Commercial 4WD (Fleet) 4D UTV 8-5.3L Gasoline Direct Injection WHITE

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			886.03
Body Labor	5.9 hrs @	\$ 72.00 /hr	424.80
Miscellaneous			170.00
PDR			1,893.75
Subtotal			3,374.58
Grand Total			3,374.58

MyPriceLink Estimate ID / Quote ID:

1215007544850784256 / 136575312