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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 \$6,957.67, subject to an audit of actual invoices. On May 21, 2024, Vehicle #1294 was damaged by a storm. 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 # 3782
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: Storm Damage to Vehicle #1294 on May 21, 2024
Department of Administrative Services
Claim dated May 24, 2024
AOS Claim ID: 3782

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 \$6,957.67, 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: May 24, 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	#1294/Weather
Event Date	May 21, 2024
Summary	Vehicle 1294 sustained storm damage. (281400) AOS #3782
Amount Requested	\$6,957.67 - 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,

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



AOS # 3782

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

29C20

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

Wed, May 22, 2024 at 10:57 AM

Draft To: DAS Risk <das.risk@iowa.gov>, 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 1294 sustained storm damage on 5/21/24. 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



Department of Administrative Services

*Empowering People
Collaboration
Customer Service*

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
5/21/24	7:30pm	1
County	State	
Jackson	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
n/a		24143 Highway 52	
Driver's License No./State		City, State, Zip	
n/a		Bellevue, IA 52031	
Date of Birth	Department	Work Phone	Home Phone
n/a	Natural Resources	563-872-4976	
License Plate No.	VIN	Year, Make, Model	
1294	1GC1KUEG6FF596099	2014 Chevrolet K2500 HD	
Estimate (\$) of Damage		Description of Damage	
\$6,957.67		Tree fell on it, smashed the passenger side hood and front end.	

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)

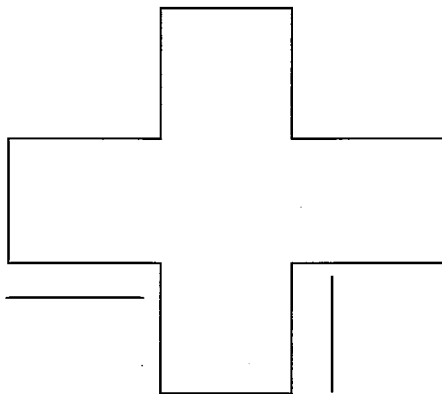
Vehicle No. 1/ Name and Address	Describe Injuries
Vehicle No. 2/ Name and Address	Describe Injuries

Witness

Name	Address/Phone
Name	Address/Phone

Accident Diagram

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.



Truck was parked in parking lot. A significant storm passed through and caused significant wind damage, including breaking off the top of a large tree. The tree fell on top of the truck, across the passenger side and hood.

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



Abra - Dubuque

When You're Ready
3400 Center Grove Dr., Dubuque, IA 52003
Phone: (563) 556-0696
FAX: (563) 556-1899

Workfile ID: 148a49c4
Federal ID: 42-0782245
State ID: IA
Resale Number: 31-007262
Federal EPA: IAR000004861
State EPA: NA
License Number: 433840
BAR: na

Preliminary Estimate

Customer: STATE OF IOWA

Written By: Chad Hahn

Insured: STATE OF IOWA Policy #: Claim #: UNIT-1294
Type of Loss: Date of Loss: Days to Repair: 0
Point of Impact:

Owner: STATE OF IOWA (563) 872-4976 Cell
Inspection Location: Abra - Dubuque
3400 Center Grove Dr.
Dubuque, IA 52003
Repair Facility
(563) 556-0696 Business
Insurance Company: STATE OF IOWA

VEHICLE

2015 CHEV Silverado 2500 HD Work Truck Crew Cab 167.7" WB 4WD 4D LONG 8-6.0L Flex Fuel Electronic Fuel Injection WHITE

VIN: 1GC1KUEG6FF596099 Interior Color: Mileage In: 58,323 Vehicle Out:
License: 1294 Exterior Color: WHITE Mileage Out:
State: IA Production Date: 3/2015 Condition: Job #:

TRANSMISSION

Automatic Transmission
Overdrive
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks

DECOR

Dual Mirrors

Tinted Glass

CONVENIENCE

Air Conditioning
Tilt Wheel
Cruise Control
Message Center

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

SEATS

Cloth Seats
Reclining/Lounge Seats

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

TRUCK

Rear Step Bumper

Preliminary Estimate

Customer: STATE OF IOWA

2015 CHEV Silverado 2500 HD Work Truck Crew Cab 167.7" WB 4WD 4D LONG 8-6.0L Flex Fuel Electronic Fuel Injection WHITE

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER					
2	R&I	R&I bumper assy		0	0.00	1.6	0.0
3		GRILLE					
4	R&I	Grille assy standard w/o body color		0	0.00	Incl.	0.0
5		FRONT LAMPS					
6	R&I	RT Headlamp assy w/o body color		0	0.00	0.3	0.0
7		RADIATOR SUPPORT					
8	R&I	Sight shield Chevrolet 6.0 liter		0	0.00	0.2	0.0
9		HOOD					
10	**	Repl A/M CAPA Hood	84348413	1	737.00	1.4	3.0
11		Add for Clear Coat		0	0.00	0.0	1.2
12		Add for Underside(Complete)		0	0.00	0.0	1.5
13		FENDER					
14	**	Repl A/M CAPA RT Fender	84214215	1	690.00	2.4	2.0
15		Overlap Major Adj. Panel		0	0.00	0.0	-0.4
16		Add for Clear Coat		0	0.00	0.0	0.3
17		Add for Edging		0	0.00	0.0	0.5
18		Add for Inside		0	0.00	0.0	1.2
19		ELECTRICAL					
20	Repl	Antenna mast	84170994	1	94.60	0.1	0.0
21		CAB					
22	*	Rpr Roof panel w/o roof lamps w/o Onstar		0	0.00	<u>10.0</u>	3.4
23		Overlap Major Adj. Panel		0	0.00	0.0	-0.4
24		Add for Clear Coat		0	0.00	0.0	0.6
25	*	Rpr RT Unside assy		0	0.00 s	<u>10.0</u>	<u>4.0</u>
26		Overlap Major Adj. Panel		0	0.00	0.0	-0.4
27	*	Add for Clear Coat		0	0.00	0.0	0.7
28	Repl	RT Roof molding	84293173	1	144.92	0.3	0.0
29	Repl	LT Roof molding	84293172	1	156.52	0.3	0.0
30	R&I	Cowl grille Chevrolet 6.0 liter		0	0.00	0.5	0.0
31		FRONT DOOR					
32	*	Rpr RT Outer panel double & crew cab		0	0.00	<u>1.0</u>	2.4
33		Overlap Major Adj. Panel		0	0.00	0.0	-0.4
34	*	Add for Clear Coat		0	0.00	0.0	0.4
35	R&I	RT Belt molding double & crew cab black		0	0.00	0.3	0.0
36	Repl	RT Nameplate "2500 HD"	15129644	1	74.58	0.3	0.0
37	R&I	RT R&I mirror		0	0.00	0.3	0.0
38	R&I	RT Handle, outside black		0	0.00	0.3	0.0
39	R&I	RT R&I trim panel		0	0.00	0.4	0.0

Preliminary Estimate

Customer: STATE OF IOWA

2015 CHEV Silverado 2500 HD Work Truck Crew Cab 167.7" WB 4WD 4D LONG 8-6.0L Flex Fuel Electronic Fuel Injection WHITE

40		R&I	RT Upper trim		0	0.00	0.2	0.0
41	#	Rpr	Remove decal		0	0.00	0.5	0.0
42 REAR DOOR								
43	*	Rpr	RT Outer panel		0	0.00	2.0	2.4
44			Overlap Major Adj. Panel		0	0.00	0.0	-0.4
45	*		Add for Clear Coat		0	0.00	0.0	0.4
46		R&I	RT Belt molding black		0	0.00	0.3	0.0
47		R&I	RT Door glass GM w/o deep tint		0	0.00	0.3	0.0
48		R&I	RT-Run w/strip		0	0.00	0.3	0.0
49		R&I	RT Handle, outside black		0	0.00	0.3	0.0
50		R&I	RT R&I trim panel		0	0.00	0.4	0.0
51		R&I	RT Upper trim		0	0.00	0.2	0.0
52 REAR LAMPS								
53	*	Repl	LKQ RT Tail lamp assy +25%	84288723	1	221.25	0.3	0.0
54	#	Rpr	Rope Windshield		0	0.00	0.3	0.0
55	**	Repl	A/M Seam Sealer		1	10.00 T	0.5	0.0
56	#		Hazardous waste removal		1	5.00	0.0	0.0
57	#	Repl	Cover Car		1	5.00	0.0	0.0
58	#	Repl	Corrosion Protection		1	5.00	0.0	0.0
59	#	Refn	Prime and Block		0	0.00	0.0	1.0
SUBTOTALS						2,143.87	35.3	23.0

NOTES

Estimate Notes:

Windshield may need to be taken out to do repair, unsure at this time.

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,133.87
Body Labor	35.3 hrs @	\$ 66.00 /hr	2,329.80
Paint Labor	23.0 hrs @	\$ 108.00 /hr	2,484.00
Miscellaneous			10.00
Subtotal			6,957.67
Grand Total			6,957.67

MyPriceLink Estimate ID / Quote ID:

1222944138463289344 /

Preliminary Estimate

Customer: STATE OF IOWA

2015 CHEV Silverado 2500 HD Work Truck Crew Cab 167.7" WB 4WD 4D LONG 8-6.0L Flex Fuel Electronic Fuel Injection WHITE

WARRANTY VALID ONLY WITH ORIGINAL COPY OF YOUR RECEIPT PARTS SUBJECT TO INVOICE NO
GUARANTEE ON RUST ALL PARTS NEW, UNLESS OTHERWISE NOTED

HIRING AUTO BODY TECHNICIANS! OFFERING TOP FLAT RATE PAY!

Have a high schooler interested in becoming a body technician or painter?
ASK ABOUT OUR TUTION REIMBURSMENT PROGRAM!
CONTACT: Taylor Weber at tweber@abraauto.com

WARRANTY VALID ONLY WITH ORIGINAL COPY OF RECEIPT. PARTS SUBJECT TO INVOICE. NO GUARANTEES
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Preliminary Estimate

Customer: STATE OF IOWA

2015 CHEV Silverado 2500 HD Work Truck Crew Cab 167.7" WB 4WD 4D LONG 8-6.0L Flex Fuel Electronic Fuel Injection WHITE

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 DR1GH15, CCC Data Date 05/16/2024, 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. 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. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Services 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.

Preliminary Estimate

Customer: STATE OF IOWA

2015 CHEV Silverado 2500 HD Work Truck Crew Cab 167.7" WB 4WD 4D LONG 8-6.0L Flex Fuel Electronic Fuel Injection WHITE

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
10	Keystone, Inc 2400 KERPER BLVD., SUITE E100A DUBUQUE IA 52001 (563) 556-5030	#GM1230446PP A/M CAPA Hood Quote: 2515979026 Expires: 07/07/24	\$ 737.00
14	Keystone, Inc 2400 KERPER BLVD., SUITE E100A DUBUQUE IA 52001 (563) 556-5030	#GM1241385PP A/M CAPA RT Fender Quote: 2515980445 Expires: 07/07/24	\$ 690.00
53	LKQ Corp 2101 Beloit Avenue Janesville WI 53546 (800) 362-9451	#~379213451 LKQ RT Tail lamp assy +25% Tail Lamp R, W/O HIGH DESERT PACKAGE; W/O LED; PICKUP (WITH BOX), R.,S#\$N0484 Quote: 2516009062 Expires: 07/07/24	\$ 177.00