

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 \$5,592.20, subject to an audit of actual invoices. On May 21, 2024, Vehicle #105539 was damaged by a fallen tree. 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 # 3780
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: Vehicle #105539 Damaged by Fallen Tree on May 21, 2024
Department of Administrative Services
Claim dated June 3, 2024
AOS Claim ID: 3780

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 \$5,592.20, 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



Date: June 3, 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	#105539/Hail
Event Date	May 21, 2024
Summary	Vehicle 105539 sustained storm damage. (281834)
Amount Requested	\$4,733.20 - Estimate \$ 859.00 - Tow \$5,592.20 - Total
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 # 3780

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

29C20

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

Thu, May 23, 2024 at 8:19 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 105539 has had a tree fall on it on 5/21/24. It was unsafe for the driver to get the details of the vehicle sent until today. 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
May 21, 2024	8pm	1
County	State	
Jackson	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Rebecca Nowachek		domicile- 4652 138th Ave.	
Driver's License No./State		City, State, Zip	
766YY2846		Maquoketa, Ia 52060	
Date of Birth	Department	Work Phone	Home Phone
02/22/1980	HHS- Division of Public Health	515-201-5435	563-212-1059
License Plate No.	VIN	Year, Make, Model	
105539	1C3CCAB7FN709708	2015 Chrysler 200	
Estimate (\$) of Damage		Description of Damage	
Unknown at this time		During the storms on May 21, 2024 the car had a tree branch fall on it while parked at domicile. At first glance, there is damage to the windshield, passenger side panel, and hood. The damage to the windshield will likely deem the car unsafe to drive to nearest contracted auto body shop (about 36 miles away).	

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

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

Property Damage other than vehicle (fence, utility pole, etc)

Owner's Name, Address and Phone	Description of Property Damaged
NA	NA

Injured Persons (attach additional sheets if necessary)

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

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

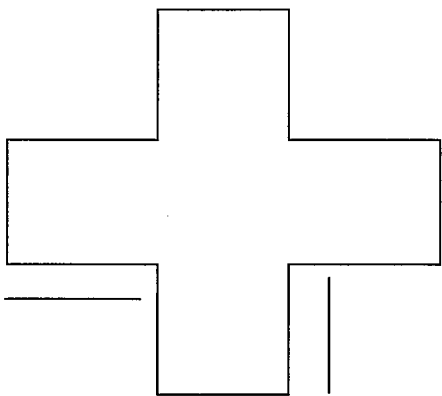
Witness

Name	Address/Phone
NA	NA

Name	Address/Phone
NA	NA

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.



Accident Information Exchange Sheet

Other Vehicle information

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

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



Invoice

Invoice #	Date	Call #
250619	28-May-2024	376017

5329 NW 2nd St.
 Des Moines, Iowa 50313
 Phone: (515) 243-3205
 Fax: (515) 243-1409

Customer

State Of Iowa

109 SE 13th St.
 Des Moines, Iowa 50319

Summary

Location: 4652 138th Ave, Maquoketa, IA 52060, USA
Destination: 3400 Center Grove Dr, Dubuque, IA 52003, USA
Reason: Accident
Vehicle: 2015 Chrysler 200 (Light Blue)
Owner: State Of Iowa
Phone:
VIN: 1C3CCAB7FN709708
Plate/Tag: 105539 IA **Truck:** 75
Mileage: **Driver:** CC1

Terms: Net 30

Date	Incident #	Club/PO #	Service	Quantity	Rate	Amount
28-May-2024			Car Mileage	215.00	3.00	645.00
			Car Private	1.00	85.00	85.00
			Fuel Surcharge	215.00	0.60	129.00
<p>A Convenience Fee of 3% will be charged on all credit card payments.</p> <p>A Late Payment Fee of 10% will be applied to all invoices not paid in full 30 days after invoice date.</p>				<p>Sub Total</p>		<p>859.00</p> <p>0.00</p>
				<p>TOTAL</p>		859.00
				<p>Payments</p>		0.00
				<p>Balance Owing</p>		859.00



Abra - Dubuque

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

Workfile ID: 32bbdbbd
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
Type of Loss:
Point of Impact: 16 Non-Collision

Policy #:
Date of Loss:

Claim #: 105539
Days to Repair: 0

Owner:
STATE OF IOWA
(515) 201-5435 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 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI LT BLUE

VIN: 1C3CCCAB7FN709708
License: 105539
State: IA

Interior Color:
Exterior Color: LT BLUE
Production Date: 4/2015

Mileage In: 83,654
Mileage Out:
Condition: Good
Vehicle Out:
Job #:

TRANSMISSION

Automatic Transmission

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors

DECOR

Dual Mirrors
Tinted Glass
Console/Storage
Overhead Console

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Alarm
Message Center
Steering Wheel Touch Controls
Telescopic Wheel

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
Front Side Impact Air Bags
Head/Curtain Air Bags

Hands Free Device

SEATS

Cloth Seats
Bucket Seats
Reclining/Lounge Seats

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

OTHER

Traction Control
Stability Control

Preliminary Estimate

Customer: STATE OF IOWA

2015 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI LT BLUE

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		INFORMATION LABELS					
2	Repl	Emission label 2.4 liter	4722007AB	1	17.75	0.2	0.0
3		FRONT BUMPER & GRILLE					
4	R&I	R&I bumper cover		0	0.00	1.7	0.0
5		FRONT LAMPS					
6	R&I	RT R&I headlamp assy		0	0.00	0.3	0.0
7		HOOD					
8	* Repl	LKQ hood +25%	68143614AC	1	<u>737.50</u>	0.7	2.8
9		Add for Clear Coat		0	0.00	0.0	1.1
10		Refn underside		0	0.00	0.0	1.4
11	R&I	Insulator		0	0.00	0.3	0.0
12	* R&I	Weatherstrip		0	0.00	<u>0.3</u>	0.0
13	R&I	RT Shock		0	0.00	0.2	0.0
14	R&I	LT Shock		0	0.00	0.2	0.0
15		FENDER					
16	* Repl	LKQ RT fender assy +25%	68143656AA	1	<u>206.25</u>	2.1	1.8
17		Overlap Major Adj. Panel		0	0.00	0.0	-0.4
18		Add for Clear Coat		0	0.00	0.0	0.3
19		Refn edges		0	0.00	0.0	0.5
20	R&I	RT Fender liner w/o ride & handling		0	0.00	0.4	0.0
21		WINDSHIELD					
22	R&I	RT Washer nozzle		0	0.00	0.2	0.0
23	R&I	LT Washer nozzle		0	0.00	0.2	0.0
24	** Repl	A/M Windshield NAGS, w/o acoustic w/o rain sensing	DW02162GTY	1	<u>500.00</u>	<u>0.0</u>	0.0
		Note: Price is for glass, install and urethane kit.					
25		PILLARS, ROCKER & FLOOR					
26	R&I	RT Rocker molding vivid blue		0	0.00	1.1	0.0
27		FRONT DOOR					
28	* Repl	LKQ RT door assy +25%	68248176AC	1	<u>662.50</u>	1.9	3.0
29		Overlap Major Adj. Panel		0	0.00	0.0	-0.4
30		Add for Clear Coat		0	0.00	0.0	0.5
31	R&I	RT Door w'strip		0	0.00	0.6	0.0
32	R&I	RT Front seal		0	0.00	0.3	0.0
33	R&I	RT Pad		0	0.00	0.1	0.0
34	R&I	RT Lower seal		0	0.00	0.2	0.0
35	R&I	RT Belt molding chrome		0	0.00	0.3	0.0
36	R&I	RT Applique		0	0.00	0.3	0.0
37	R&I	RT R&I mirror		0	0.00	0.4	0.0
38	R&I	RT Door glass Chrysler w/o acoustic layer		0	0.00	0.5	0.0
39	R&I	RT Glass run chrome		0	0.00	0.4	0.0

Preliminary Estimate

Customer: STATE OF IOWA

2015 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI LT BLUE

40	*	R&I	RT Window regulator	0	0.00	<u>0.3</u>	0.0
41	*	R&I	RT Window motor auto down	0	0.00	<u>Incl.</u>	0.0
42		R&I	RT Handle, outside w/o chrome strip vivid blue	0	0.00	0.4	0.0
43		R&I	RT Handle base	0	0.00	0.3	0.0
44	*	R&I	RT Latch w/o passive entry	0	0.00	<u>0.2</u>	0.0
45	*	R&I	RT Handle, inside	0	0.00	<u>0.2</u>	0.0
46		R&I	RT Carrier	0	0.00	0.9	0.0
47		R&I	RT Upper hinge	0	0.00	0.3	0.0
48		R&I	RT Lower hinge	0	0.00	0.3	0.0
49		R&I	RT Check strap	0	0.00	0.2	0.0
50		R&I	RT Corner molding LX & Limited	0	0.00	0.2	0.0
51 REAR DOOR							
52	*	Blnd	RT Outer panel (HSS)	0	0.00	0.0	<u>1.0</u>
53		R&I	RT Belt molding chrome	0	0.00	0.3	0.0
54		R&I	RT Door glass Chrysler	0	0.00	0.5	0.0
55		R&I	RT Glass run chrome	0	0.00	0.6	0.0
56		R&I	RT Handle, outside w/o chrome strip vivid blue	0	0.00	0.4	0.0
57		R&I	RT Carrier w/o speakers	0	0.00	0.9	0.0
58		R&I	RT R&I trim panel	0	0.00	0.5	0.0
59	#		Hazardous waste removal	1	5.00	0.0	0.0
60	#	Rpr	Glass Cleanup	0	0.00	1.0	0.0
61	#	Repl	Cover Car	1	5.00	0.0	0.0
SUBTOTALS					2,134.00	20.4	11.6

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,134.00
Body Labor	20.4 hrs @	\$ 66.00 /hr	1,346.40
Paint Labor	11.6 hrs @	\$ 108.00 /hr	1,252.80
Subtotal			4,733.20
Grand Total			4,733.20

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@abrauto.com

Preliminary Estimate

Customer: STATE OF IOWA

2015 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI LT BLUE

WARRANTY VALID ONLY WITH ORIGINAL COPY OF RECEIPT. PARTS SUBJECT TO INVOICE. NO GUARANTEES ON RUST. ALL PARTS NEW, UNLESS OTHERWISE SPECIFIED.

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

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 DR3PR15, 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.

Preliminary Estimate

Customer: STATE OF IOWA

2015 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI LT BLUE

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 CHRY 200 Limited FWD 4D SED 4-2.4L Gasoline Sequential MPI LT BLUE

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
8	LKQ Corp 2101 Beloit Avenue Janesville WI 53546 (800) 362-9451	#~387798311 LKQ hood +25% Hood (SDN),S#\$A0415 Quote: 2521940665 Expires: 07/13/24	\$ 590.00
16	LKQ Corp 2101 Beloit Avenue Janesville WI 53546 (800) 362-9451	#~386996908 LKQ RT fender assy +25% Fender (SDN), R.,S#\$W3856 Quote: 2521963199 Expires: 07/13/24	\$ 165.00
28	LKQ Corp 2101 Beloit Avenue Janesville WI 53546 (800) 362-9451	#~376942556 LKQ RT door assy +25% Door Assembly, Front R, (ELECTRIC), (SDN), R., 2 PIN WINDOW REGULATOR ,S#\$Y0747 Quote: 2521983801 Expires: 07/13/24	\$ 530.00