

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 \$2,301.50, subject to an audit of actual invoices. On May 21, 2024, Vehicle #112 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 # 3766
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 #112 on May 21, 2024
Department of Administrative Services
Claim dated June 3, 2024
AOS Claim ID: 3766

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 \$2,301.50, 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: July 18, 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: REIMBURSEMENT REQUEST - 29C20 Claim

AOS Claim #	3766
Vehicle / Event	#112/Weather
Event Date	May 21, 2024
Summary	Vehicle 112 sustained hail damage. (281850)
Amount Requested	\$2,301.50 - TOTAL

The Department of Administrative Services, Central Procurement Fleet Services Enterprise, has paid all vendors to date. We are seeking an allocation for those funds under 29C20 Contingency Fund – Disaster Aid. Please deposit into the following account: **0665-005-5790-0657**.

If you have any questions or need 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

Warrants

Edit

Cancel

* Required fields

Warrant Information

Fiscal Year 2024	Amount \$2,301.50	Warrant Number 86285533
Vendor Customer 00003032666	Line Number 1	Last Updated 07/17/2024 07:20 PM

Issue Information

Issued 07/12/2024 12:00 AM	Void No	Transaction ID RISK00525193005
Duplicate No	Transaction Line Number 1	Stop No
Line Amount \$469.00	Comments	

Redeemed Information

Redeemed 07/17/2024 12:00 AM	Batch Number 0992	Redeemed Bank 0022
Sequence Number 02333	Redeemed Fund 0665	Redeemed Department 005

COA

Fund 0665	Object 2715	Dept Object -
Sub Fund -	Sub Object -	Dept Revenue -
Department 005	Unit 5790	Sub Unit -
Object Class -	Revenue Source -	Sub Revenue Source -
Appropriation 0000	Revenue Source Class -	BSA -
Sub BSA -		

Show More

Warrants

[Edit](#)[Cancel](#)

* Required fields

Warrant Information

Fiscal Year 2024	Amount \$2,301.50	Warrant Number 86285533
Vendor Customer 00003032666	Line Number 2	Last Updated 07/17/2024 07:20 PM

Issue Information

Issued 07/12/2024 12:00 AM	Void No	Transaction ID RISK00525193005
Duplicate No	Transaction Line Number 2	Stop No
Line Amount \$1,832.50	Comments	

Redeemed Information

Redeemed 07/17/2024 12:00 AM	Batch Number 0992	Redeemed Bank 0022
Sequence Number 02333	Redeemed Fund 0665	Redeemed Department 005

COA

Fund 0665	Object 2715	Dept Object -
Sub Fund -	Sub Object -	Dept Revenue -
Department 005	Unit 5790	Sub Unit -
Object Class -	Revenue Source -	Sub Revenue Source -
Appropriation 0000	Revenue Source Class -	BSA -
Sub BSA -		

[▶ Show More](#)



COPELAND AUTO BODY, INC.

Workfile ID: 95376a82
PartsShare: 7XWbqm

estimates@copelandautobody.com
506 E 2nd St, P.O. Box 109, Hedrick, IA 52563
Phone: (641) 653-2140
FAX: (641) 653-4301

112
281850

Final Bill

RO Number: 20294

Customer:	Insurance:	Adjuster:	Alex White	Estimator:	Brandon Petrehn
State Of Iowa	Creative Risk Solutions	Phone:		Create Date:	5/29/2024
109 SE 13th St		Claim:	281850		
Des Moines, IA 50319-9018		Loss Date:			
(319) 530-3251		Deductible:			

2022 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI Dark Grey

VIN:	2C3CDXKG5NH240978	Interior Color:	Black	Mileage In:	21,353	Vehicle Out:	
License:	112	Exterior Color:	Dark Grey	Mileage Out:			
State:	IA	Production Date:	11/2022	Condition:	Good	Job #:	

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labor	Type	Paint
1	E01		HOOD						
2	E01	PDR	Hood (ALU)	1	375.00	Other			
3	E01	PDR	Oversized Dents 1.5-2.5 \$40 EA Number2 items	1	80.00	Other			
4	E01	Remove/Install	R&I hood assy				0.6	Body	
5	E01	Remove/Install	Insulator				0.3	Body	
6	E01		ELECTRICAL						
7	E01	Remove/Install	Antenna				0.3	Body	
8	E01		ROOF						
9	E01	PDR	Roof panel w/o sunroof	1	275.00	Other			
10	E01	Remove/Install	Headliner w/o sunroof w/o options				3.9	Body	
11	E01	Remove/Install	Lt Roof molding				0.5	Body	
12	E01	Remove/Install	Rt Roof molding				0.5	Body	
13	E01	PDR	LT Outer Upper Roof Rail Dime Size Dents 1-5	1	125.00	Other			
14	E01	PDR	RT Outer Upper Roof Rail Nickel Size Dents 1-5	1	175.00	Other			
15	E01		REAR DOOR						
16	E01	PDR	RT Door shell w/o wide body (HSS)	1	150.00	Other			
17	E01	Remove/Install	RT Belt w'strip				0.3	Body	
18	E01		QUARTER PANEL						
19	E01	PDR	LT Wheelhouse liner w/o vented bumper	1	75.00	Other			
20	E01	PDR	RT Wheelhouse liner w/o vented bumper	1	150.00	Other			
21	E01		TRUNK LID						
22	E01	PDR	Trunk lid all	1	200.00	Other			
23	E01	Remove/Install	Trunk lid trim				0.3	Body	
24	E01	PDR	Corrosion Protection	1	30.00	Other			

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

Final Bill

RO Number: 20294

2022 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI Dark Grey

25 E01 PDR Glue pull material 1 10.00 Other

Estimate Totals	Discount \$	Markup \$	Rate \$	Total Hours	Total \$
Labor, Body			70.00	6.7	469.00
Miscellaneous		187.50			1,832.50
Subtotal					2,301.50
Sales Tax					0.00
Grand Total					2,301.50
Net Total					2,301.50

Estimate Version	Total \$
Original	2,301.50
Insurance Total \$:	2,301.50
Received from Insurance \$:	0.00
Balance due from Insurance \$:	2,301.50
Customer Total \$:	0.00
Received from Customer \$:	0.00
Balance due from Customer \$:	0.00

ATTENTION: WHEELS NEED TO BE RE-TORQUED WITHIN 100 MILES. FAILURE TO DO SO MAY RESULT IN FURTHER DAMAGE!

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural



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	#112/Weather
Event Date	May 21, 2024
Summary	Vehicle 112 sustained hail damage (281850)
Amount Requested	\$2,301.50 - 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 # 3766

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

29C20

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

Tue, May 21, 2024 at 1:44 PM

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 112 sustained hail 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

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) CASE #:2024012558

Date: <small>(Month/Day/Year)</small>	05/21/24	Time: <small>(Time plus a.m./p.m.)</small>	1315 hrs.
Vehicle Plate #:	112	Vehicle Mileage:	20,744
Vehicle Description: <small>(Yr/Make/Model/ & Vin#)</small>	2022 Dodge Charger VIN:2C3CDXKG5NH240978		
Assigned To:	Trp. Tracy Vanderwiel	Badge #	112
Driven By:	Parked	Badge #	N/A
Driver's Lic #:	132-BB-0416	Damage:	Estimate Pending
Vehicle Towed: <small>(Yes / No)</small>	N/A	Towed By:	N/A
Towed To:	N/A	Towing Cost:	\$N/A
Seat Belt: <small>(Yes / No)</small>	N/A	Type of Vehicle: <small>(Marked/Semi /Unmarked)</small>	Marked
Injured/Injuries:	N/A		
Occupants: <small>(Other than driver)</small>	N/A		

VEHICLE #2:

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)			

OTHER INFORMATION:

Witnesses:	N/A
Accident Location: (Street/Hwy)	Residence: 216 Diagonal Street Taintor, Iowa 50207
County:	Mahaska
Weather/Road Conditions:	Damaging storm with hail
Trooper Vanderwiel #112 received hail damage to his patrol vehicle after several waves of severe storms moved through the area.	
Property Damage other than Vehicles:	None
Cost:	N/A
Citations Issued To: (List Charge(s) and Statute Code(s))	N/A

Investigating Officer:	Sgt. Morey #431
------------------------	-----------------

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)			



MEMORANDUM

TO: Sgt. Morey #431

FROM: Trooper Tracy Vanderwiel #112

DATE: May 22nd, 2024

SUBJECT: Hail Damage

On Tuesday May 21 at approximately 11:30am my patrol vehicle sustained some hail damage during a storm.



COPELAND AUTO BODY, INC.

estimates@copelandautobody.com
506 E 2nd St, P.O. Box 109, Hedrick, IA 52563
Phone: (641) 653-2140
FAX: (641) 653-4301

Workfile ID: 95376a82
PartsShare: 7XWbqm
Federal ID: 42-1488559

Preliminary Estimate

Customer: State Of Iowa

Written By: Brandon Petrehn
Adjuster: White, Alex

Insured: State Of Iowa
Type of Loss: Other
Point of Impact: 27 Hail

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:
State Of Iowa
109 SE 13th St
Des Moines, IA 50319-9018
(319) 530-3251 Cell

Inspection Location:
COPELAND AUTO BODY, INC.
506 E 2nd St
P.O. Box 109
Hedrick, IA 52563
Repair Facility
(641) 653-2140 Business

Insurance Company:
Creative Risk Solutions

VEHICLE

2022 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI Dark Grey

VIN: 2C3CDXKKG5NH240978 Interior Color: Black Mileage In: 21,353 Vehicle Out:
License: 112 Exterior Color: Dark Grey Mileage Out:
State: IA Production Date: 11/2022 Condition: Good Job #:

TRANSMISSION

Automatic Transmission
4 Wheel Drive

POWER

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

DECOR

Dual Mirrors
Tinted Glass
Overhead Console

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Message Center
Steering Wheel Touch Controls
Telescopic Wheel
Climate Control
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
Front Side Impact Air Bags
Head/Curtain Air Bags
Hands Free Device

SEATS

Cloth Seats
Bucket Seats
Reclining/Lounge Seats

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

OTHER

Traction Control
Stability Control
California Emissions

Get live updates at www.carwise.com/e/4Nr8Yy

Preliminary Estimate

Customer: State Of Iowa

2022 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI Dark Grey

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		HOOD					
2	*	PDR Hood (ALU) +25% Note: PDR 20 quarter 25% Markup Aluminum Panel		1	468.75 T		
3	#	PDR Oversized Dents 1.5-2.5 \$40 EA Number2 items		1	80.00 T		
4		R&I R&I hood assy				0.6	
5		R&I Insulator				0.3	
6		ELECTRICAL					
7		R&I Antenna				0.3	
8		ROOF					
9	*	PDR Roof panel w/o sunroof Note: PDR 12 nickel		1	275.00 T		
10	*	R&I Headliner w/o sunroof w/o options				3.9	
11	#	R&I Lt Roof molding				0.5	
12	#	R&I Rt Roof molding				0.5	
13	#	PDR LT Outer Upper Roof Rail Dime Size Dents 1-5 Note: Base 25% Markup built into roof rail pricing.		1	125.00 T		
14	#	PDR RT Outer Upper Roof Rail Nickel Size Dents 1-5 Note: Base 25% Markup built into roof rail pricing.		1	175.00 T		
15		REAR DOOR					
16	*	PDR RT Door shell w/o wide body (HSS) +25% Note: PDR 1 quarter 25% Markup High Strength Steel		1	187.50 T		
17		R&I RT Belt w/strip				0.3	
18		QUARTER PANEL					
19	*	PDR LT Wheelhouse liner w/o vented bumper +25% Note: PDR 1 dime 25% Markup Double Panel/Glue Pull		1	93.75 T		
20	*	PDR RT Wheelhouse liner w/o vented bumper +25% Note: PDR 1 quarter 25% Markup Double Panel/Glue Pull		1	187.50 T		
21		TRUNK LID					
22	*	PDR Trunk lid all Note: PDR 1 quarter		1	200.00 T		
23		R&I Trunk lid trim				0.3	
24	#	PDR Corrosion Protection		1	30.00 T		
25	#	PDR Glue pull material		1	10.00 T		
SUBTOTALS					1,832.50	6.7	0.0

Preliminary Estimate

Customer: State Of Iowa

2022 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI Dark Grey

NOTES

Prior Damage Notes:
None

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			0.00
Body Labor	6.7 hrs @	\$ 70.00 /hr	469.00
PDR			1,832.50
Subtotal			2,301.50
Grand Total			2,301.50
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			2,301.50

ATTENTION: WHEELS NEED TO BE RE-TORQUED WITHIN 100 MILES. FAILURE TO DO SO MAY RESULT IN FURTHER DAMAGE!

Preliminary Estimate

Customer: State Of Iowa

2022 DODG Charger Police AWD (Fleet) 4D SED 6-3.6L Gasoline Sequential MPI Dark Grey

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 DR3PB11, 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.