

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

September 5, 2023

Accounting Department  
Office of the Treasurer  
Lucas Building  
321 E 12<sup>th</sup> 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 \$7,870.49, subject to the audit of actual invoices. On May 8, 2023, Vehicle #105630 was damaged by hail. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

*Victoria Newton*

Victoria Newton  
Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services  
DAS Fleet Services, Risk  
Joel Lunde, Department of Management

AOS Claim # 3521  
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

August 4, 2023

Victoria Newton  
Executive Council  
L O C A L

Subject: Hail Damage to Vehicle #105630 on May 8, 2023  
Department of Administrative Services  
Claim dated June 20, 2023  
AOS Claim ID: 3521

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 \$7,870.49, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ernest H. Ruben, Jr.".

Ernest H. Ruben, Jr., CPA  
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services  
Mariah Flowers, Fleet Services Manager, Department of Administrative Services  
Joel Lunde, Department of Management



Governor Kim Reynolds  
Lt. Governor Adam Gregg  
Adam Steen, Director

Date: June 20, 2023

To: Tammy Hollingsworth, Auditor of State  
Victoria Newton, Treasurer of State  
Executive Council

From: Mariah Flowers, Fleet Manager  
DAS Fleet Services  
Department of Administrative Services

**Re: ALLOCATION REQUEST - 29C20 Claim for Executive Council Consideration**

Vehicle / Event	#105630/Hail
Event Date	May 8, 2023
Summary	Vehicle 105630 sustained hail damage during a storm. (256415)
Amount Requested	\$7,870.49 - 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,

Mariah Flowers, Fleet Manager  
DAS Fleet Services  
[Mariah.Flowers@iowa.gov](mailto:Mariah.Flowers@iowa.gov)  
515-414-6582



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

**29C20**

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

Mon, May 8, 2023 at 8:58 AM

Draft To: Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>, TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>, DAS Risk <das.risk@iowa.gov>

Please accept this email as initial 24 hr notification for AON, vehicle 105630 received hail on 5/8/23. 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 Fleet Services, Risk**  
Iowa Department of Administrative Services  
Division of Business and Property Services  
Office: 515-725-2243  
Das.Risk@iowa.gov  
<https://das.iowa.gov>

## Vehicle Accident Report

### Time and location of accident

Accident Date (Mo/Day/Year)	Time	No. of Vehicles
05/07/2023	4:00 p.m.	1
County Poweshiek County	State Iowa	

### Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Harlan H. Honsbruch		1816 Stoecker Street	
Driver's License No./State		City, State, Zip	
063AA2598/Iowa		Grinnell, Iowa 50112	
Date of Birth	Department	Work Phone	Home Phone
08/31/1960	Department of Insurance & Financial Services (DIFS)	641-990-7339	641-990-7339
License Plate No.	VIN	Year, Make, Model	
105630	1FAHP2D88FG154312	2015 Ford Taurus	
Estimate (\$) of Damage		Description of Damage	
\$8,957.92		Hail damage	

### 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
<p><b>Complete diagram below, include a description of what happened.</b>            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>

**QUALITY CLAIMS SOLUTIONS**

Workfile ID:

b4ca7db2

105 N Krohn Place  
 SIOUX FALLS, SD 57103  
 Phone: (877) 237-3727, FAX:(866) 371-2844  
 qcs@qcsdirect.com

For:

**QUALITY CLAIMS SOLUTIONS**

DAS Fleet Services

**Estimate of Record****Owner: STATE OF IOWA****Job Number:**

Written By: Wayne Malsam

Insured: STATE OF IOWA  
 Type of Loss: Collision  
 Point of Impact: 15 Total Loss

Policy #: UNKNOWN  
 Date of Loss: 5/12/2023 12:00 PM

Claim #: APDSOI0256415-001  
 Days to Repair: 0

**Owner:**  
 STATE OF IOWA  
 NEWTON, IA 50208

**Inspection Location:**  
 SULLIVAN AUTO BODY INC  
 1400 S 5TH AVE E  
 NEWTON, IA 50208  
 Other  
 (641) 792-2006 Evening

**Repair Facility:****VEHICLE**

2015 FORD Taurus SE FWD 4D SED 6-3.5L Flex Fuel Sequential MPI

VIN: 1FAHP2D88FG154312  
 License:  
 State:

Production Date:  
 Odometer: 86,298  
 Condition:

Interior Color:  
 Exterior Color:

**TRANSMISSION**

Automatic Transmission

**POWER**

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

**DECOR**

Dual Mirrors  
 Tinted Glass

Console/Storage

Overhead Console

**CONVENIENCE**

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

**RADIO**

AM Radio  
 FM Radio  
 Stereo  
 Search/Seek  
 CD Player  
 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

**Estimate of Record**

**Owner: STATE OF IOWA**

**Job Number:**

2015 FORD Taurus SE FWD 4D SED 6-3.5L Flex Fuel Sequential MPI

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1	#	total loss \$ 4465.6		1			
2	<b>FRONT BUMPER</b>						
3	R&I	R&I bumper cover				1.8	
4	<b>HOOD</b>						
5	**	Repl A/M Hood	DG1Z16612A	1	<u>815.00</u>	1.4	3.0
6		Add for Clear Coat					1.2
7		Add for Underside(Complete)					1.5
8	<b>FENDER</b>						
9	*	Rpr RT Fender				<u>1.5</u>	2.0
10		Overlap Major Adj. Panel					-0.4
11		Add for Clear Coat					0.3
12	*	Subl LT Fender		1	<u>150.00</u> X		
13	<b>WINDSHIELD</b>						
14	R&I	Windshield FORD w/o rain sensor				Incl.	
15	#	Urethane Kit		2	50.00		
16	<b>ROOF</b>						
17	Repl	Roof panel	AG1Z5450202A	1	911.80	18.0	3.0
18		Overlap Major Non-Adj. Panel					-0.2
19		Add for Clear Coat					0.6
20	*	Subl LT Roof rail (HSS)		1	<u>200.00</u> X		
21	*	Subl RT Roof rail (HSS)		1	<u>200.00</u> X		
22	<b>FRONT DOOR</b>						
23	*	Subl LT Door shell		1	<u>175.00</u> X		
24	Repl	LT Belt w'strip	AG1Z5421453A	1	183.47	0.3	
25	Repl	RT Belt w'strip	AG1Z5421452A	1	183.47	0.3	
26	Repl	RT Upper molding	AG1Z5420550B	1	192.70	0.6	
27	*	Subl RT Door shell		1	<u>150.00</u> X		
28	<b>PILLARS, ROCKER &amp; FLOOR</b>						
29	*	Rpr RT Aperture panel				s <u>1.5</u>	<u>1.5</u>
30		Overlap Major Non-Adj. Panel					-0.2
31		Add for Clear Coat					0.3
32	<b>REAR DOOR</b>						
33	*	Subl LT Door shell		1	<u>200.00</u> X		
34	Repl	LT Belt w'strip	AG1Z5425597A	1	179.62	0.3	
35	Repl	RT Upper molding	AG1Z54255A60B	1	124.23	0.3	
36	*	Subl RT Door shell		1	<u>200.00</u> X		
37	<b>QUARTER PANEL</b>						
38	*	Subl LT Quarter panel		1	<u>125.00</u> X		
39	<b>TRUNK LID</b>						
40	*	Subl Trunk lid all w/o spoiler		1	<u>500.00</u> X		
41	R&I	R&I trunk lid				0.8	
42	<b>BACK GLASS</b>						



**Estimate of Record**

**Owner: STATE OF IOWA**

**Job Number:**

2015 FORD Taurus SE FWD 4D SED 6-3.5L Flex Fuel Sequential MPI

43	R&I	Back glass FORD			Incl.
44	#	Cover Car	1	5.00	0.2
45	#	Cover Car primer	1	5.00	0.2
46	#	Corrosion Protection	1	5.00	0.1
47	#	Color Sand/ Buff	1		0.5
48	#	Feather Prime and Block	1		1.0
<b>SUBTOTALS</b>				<b>4,555.29</b>	<b>28.8</b>

**ESTIMATE TOTALS**

Category	Basis	Rate	Cost \$
Parts			2,655.29
Body Labor	28.8 hrs @	\$ 68.00 /hr	1,958.40
Paint Labor	12.6 hrs @	\$ 68.00 /hr	856.80
Paint Supplies			500.00
Miscellaneous			1,900.00
Subtotal			7,870.49
<b>Total Cost of Repairs</b>			<b>7,870.49</b>
Deductible			0.00
<b>Total Adjustments</b>			<b>0.00</b>
<b>Net Cost of Repairs</b>			<b>7,870.49</b>

**MyPriceLink Estimate ID / Quote ID:**

1086359492813135872 / 123372417

THIS IS NOT AN AUTHORIZATION TO BEGIN REPAIRS.

SUPPLEMENTS - Please be advised that the INSURANCE COMPANY requires notice of any supplements prior to the work being performed. Failure to notify INSURANCE COMPANY and allow INSURANCE COMPANY to review the supplemental charges may result in non-payment of the supplemental items.

ESTIMATE AUDIT - THIS DOCUMENT IS NOT AN APPRAISAL. INQUIRIES SHOULD BE DIRECTED TO THE INSURANCE COMPANY LISTED AT THE TOP OF THIS DOCUMENT.

REPAIR SHOPS CAN CONTACT QCS AUDITOR FOR ANY REPAIR RELATED INQUIRIES AT 1-877-237-3727.

Estimate calculated using a preset user threshold amount for the paint and material cost.

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.