

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 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 \$4,721.55, subject to the audit of actual invoices. On July 3, 2023, Vehicle #2566 was damaged by a deer. 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 # 3561
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: Deer Damage to Vehicle #2566 on July 3, 2023
Department of Administrative Services
Claim dated July 18, 2023
AOS Claim ID: 3561

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 \$4,721.55, 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: July 18, 2022

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	#2566/Deer
Event Date	July 3, 2023
Summary	Vehicle 2566 struck a deer. (261565)
Amount Requested	\$4,721.55 - 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
515-414-6582



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

29C20

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

Wed, Jul 5, 2023 at 3:39 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 2566 struck a deer on 7/3/23. 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
7-3-23	2:08 am	1
County	State	
Cass	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Joe Kinstler		2000 N. 16th st.	
Driver's License No./State		City, State, Zip	
		Clarinda IA 51632	
Date of Birth	Department	Work Phone	Home Phone
9-6-1985	DOC	712-695-7140	
License Plate No.	VIN	Year, Make, Model	
2566		2020 Chevy Express	
Estimate (\$) of Damage		Description of Damage	
		Front End Damage	

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

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

Property Damage other than vehicle (fence, utility pole, etc)	
Owner's Name, Address and Phone	Description of Property Damaged
N/A	N/A
Injured Persons (attach additional sheets if necessary)	
Vehicle No. 1/ Name and Address	Describe Injuries
N/A	N/A
Vehicle No. 2/ Name and Address	Describe Injuries
N/A	N/A
Witness	
Name	Address/Phone
C/O Nick Esser	712-695-7140
Name	Address/Phone
N/A	N/A

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.

1. state vehicle
 2. Uninvolved vehicle
 3. Assumed Deer start Point
 4. Deer strike Point.

QUALITY CLAIMS SOLUTIONS

Workfile ID: bbc9de3b

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	Policy #:	UNKNOWN	Claim #:	APDSOI0261565-001
Type of Loss:	Collision	Date of Loss:	7/11/2023 12:00 PM	Days to Repair:	0
Point of Impact:	12 Front				

Owner:	Inspection Location:	Repair Facility:
STATE OF IOWA	SNYDER'S AUTO BODY	
CLARINDA, IA 51632	1526 E WASHINGTON ST	
	CLARINDA, IA 51632	
	Other	
	(712) 542-5316 Evening	

VEHICLE

2020 CHEV Express Passenger 3500 LS 155" WB RWD 3D VAN 8-6.0L Flex Fuel Electronic Fuel Injection

VIN:	1GAZGNFG5L1262138	Production Date:		Interior Color:	
License:		Odometer:	0	Exterior Color:	
State:		Condition:			

TRANSMISSION

Automatic Transmission
Overdrive

POWER

Power Steering
Power Brakes
Power Windows

Power Locks

DECOR

Dual Mirrors
Privacy Glass

CONVENIENCE

Air Conditioning
Intermittent Wipers

Tilt Wheel

Cruise Control

Message Center

Backup Camera

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

SEATS

Bucket Seats

12 Passenger Seating

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

TRUCK

Rear Step Bumper

Estimate of Record

Owner: STATE OF IOWA

Job Number:

2020 CHEV Express Passenger 3500 LS 155" WB RWD 3D VAN 8-6.0L Flex Fuel Electronic Fuel Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER					
2		O/H front bumper				1.3	
3	**	Repl A/M Bumper chrome	19303361	1	<u>291.00</u>	Incl.	
4	**	Repl A/M Step pad	22890548	1	<u>133.00</u>	Incl.	
5	**	Repl A/M RT Mount bracket w/heavy duty	15757010	1	<u>136.00</u>	Incl.	
6	**	Repl A/M LT Mount bracket w/heavy duty	15757009	1	<u>143.00</u>	Incl.	
7	**	Repl A/M RT Side brace	25725663	1	<u>19.00</u>	Incl.	
8	**	Repl A/M LT Side brace	25725663	1	<u>19.00</u>	Incl.	
9		GRILLE					
10	**	Repl A/M Grille	84689073	1	<u>547.00</u>	0.7	
11		FRONT LAMPS					
12	**	Repl A/M RT Headlamp assy	85577295	1	<u>308.00</u>	0.3	
13		Aim headlamps				0.5	
14	**	Repl A/M RT Park lamp	84218438	1	<u>84.00</u>	Incl.	
15	**	Repl A/M LT Park lamp	84218437	1	<u>93.00</u>	Incl.	
16		HOOD					
17	**	Repl A/M Hood	88944424	1	<u>323.00</u>	0.9	2.4
18		Add for Clear Coat					1.0
19		Add for Underside(Complete)					1.2
20		Repl Latch w/o remote start	25721612	1	169.63	0.3	
21		Repl Seal 2.8, 4.3 liter	23359901	1	63.32		
22		AIR CONDITIONER & HEATER					
23	**	Repl A/M Condenser	23469929	1	<u>187.10</u> m	0.5 M	
24		AC Service evacuate & recharge				m	1.4 M
25		FENDER					
26	**	Repl A/M RT Fender	25737844	1	<u>172.00</u>	1.4	2.0
27		Overlap Major Adj. Panel					-0.4
28		Add for Clear Coat					0.3
29		Add for Edging					0.5
30	#	Hazardous Waste		1	3.00		
31	#	Color Sand/ Buff		1		1.0	
32	#	Cover Car		1	5.00	0.2	
33	#	Corrosion Protection		1	5.00	0.1	
34	#	Repl brush guard		1	550.00		
SUBTOTALS					3,251.05	8.6	7.0

Estimate of Record

Owner: STATE OF IOWA

Job Number:

2020 CHEV Express Passenger 3500 LS 155" WB RWD 3D VAN 8-6.0L Flex Fuel Electronic Fuel Injection

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			3,251.05
Body Labor	6.7 hrs @	\$ 70.00 /hr	469.00
Paint Labor	7.0 hrs @	\$ 70.00 /hr	490.00
Mechanical Labor	1.9 hrs @	\$ 85.00 /hr	161.50
Paint Supplies	7.0 hrs @	\$ 50.00 /hr	350.00
Subtotal			4,721.55
Total Cost of Repairs			4,721.55
Deductible			0.00
Total Adjustments			0.00
Net Cost of Repairs			4,721.55

MyPriceLink Estimate ID / Quote ID:

1108021496137129984 / 126120852

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.

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.