

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 \$6,994.93, subject to the audit of actual invoices. On May 4, 2023, Vehicle #1774 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 # 3519
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 #1774 on May 4, 2023
Department of Administrative Services
Claim dated June 20, 2023
AOS Claim ID: 3519

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 \$6,994.93, 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	#1774/Deer
Event Date	May 4, 2023
Summary	Vehicle 1774 struck a deer. (256159)
Amount Requested	\$6,994.93 - 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

The logo for Iowa.gov, featuring the word "iowa" in a bold, lowercase font and "gov" in a smaller, lowercase font, both in white, set against a dark grey background that includes a white outline of the state of Iowa.

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

29C20

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

Fri, May 5, 2023 at 10:09 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 1774 struck a deer on 5/4/23. 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
5-4-2023	5:36	1
County	State	
Sac	Iowa	

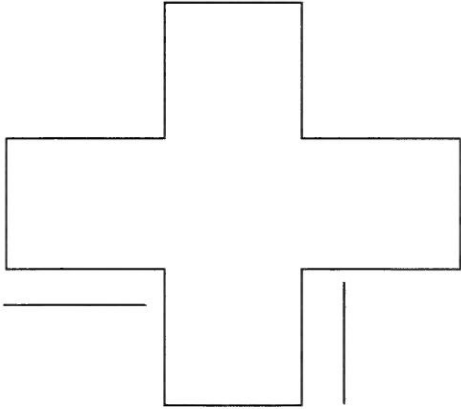
Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Christy Jepsen		502 East 9th Street	
Driver's License No./State		City, State, Zip	
706YY9852		Des Moines, IA 50319	
Date of Birth	Department	Work Phone	Home Phone
1-24-1972	IDALS	515-499-1767	712-299-5999
License Plate No.	VIN	Year, Make, Model	
1774	1G1ZC5ST0MF037192	2021 Chevy Impala	
Estimate (\$) of Damage		Description of Damage	
\$2500		Hit a deer. Hood, molding, light lens, and grill were damaged. No liquids leaking	

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>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.</p>	
	<p>Couldn't sketch. Southbound on Perkins Ave (M68). Approximately 4 miles south of Lake View. In between the 2 sets of railroad tracks, 6-8 deer came up from the ditch on the westside. Most of them went back down, but one decided to cross the road going to the east side. That is the one that I hit. I saw that it bounced to the ditch on the east side, but the deputy sherriff couldn't find it.</p>

QUALITY CLAIMS SOLUTIONS

Workfile ID: 725846b5

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

Supplement of Record 1 with Summary

Owner: STATE OF IOWA

Job Number:

Written By: David Kelley

Insured: STATE OF IOWA Policy #: UNK Claim #: APDSOI0256159-001
Type of Loss: Collision Date of Loss: 5/8/2023 12:00 PM Days to Repair: 0
Point of Impact: 12 Front

Owner: STATE OF IOWA
ANKENY, IA 50021
Inspection Location: KARL CHEVROLET COLLISION CENTER
ANK
1101 SOUTHEAST ORLABOR ROAD
Ankeny, IA 50021
Other
(515) 299-4337 Evening
Repair Facility:

VEHICLE

2021 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection WHITE

VIN: 1G1ZC5ST0MF037192 Production Date: Interior Color: BLACK
License: Odometer: 62,815 Exterior Color: WHITE
State: Condition:

TRANSMISSION

Automatic Transmission

POWER

Power Brakes
Power Windows
Power Locks
Power Mirrors

DECOR

Dual Mirrors

CONVENIENCE

Air Conditioning
Tilt Wheel

Cruise Control

Rear Defogger

Keyless Entry

Alarm

Message Center

Steering Wheel Touch Controls

Telescopic Wheel

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

Front Side Impact Air Bags

Head/Curtain Air Bags

Communications System

Hands Free Device

SEATS

Cloth Seats

Bucket Seats

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

OTHER

Traction Control

Stability Control

Supplement of Record 1 with Summary

Owner: STATE OF IOWA

Job Number:

2021 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection WHITE

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER & GRILLE					
2		O/H front bumper				3.5	
3	*	S01 Repl Bumper cover w/o auto park	84543709	1	<u>674.63</u>	Incl.	3.3
4		Add for Clear Coat					1.3
5	**	Repl A/M LT Molding strip -25%	23478390	1	<u>12.00</u>	Incl.	
		Note: ALL A/M PARTS LOCATED BY REPAIR SHOP					
6	**	Repl A/M RT Molding strip -25%	23478391	1	<u>12.75</u>	Incl.	
7	**	Repl A/M Upper support -25%	84926765	1	<u>45.00</u>	0.3	
8	**	Repl A/M Lock support -25%	23328042	1	<u>18.75</u>	0.4	
9	**	Repl A/M Impact bar -25%	23399197	1	<u>240.75</u>	0.6	
10	*	S01 Repl Upper grille w/o adaptive cruise	84565840	1	<u>159.02</u>	Incl.	
11	*	S01 Repl Lower grille w/chrome w/o adaptive cruise	84473373	1	<u>514.45</u>	Incl.	
12	*	S01 Repl Grille surround w/o adaptive cruise	84473292	1	<u>288.67</u>	0.2	
13	*	S01 Repl Emblem gold	23125928	1	<u>56.05</u>	Incl.	
14		FRONT LAMPS					
15	*	S01 Repl RT Headlamp assy	84680166	1	<u>1,157.08</u>	0.3	
16		Aim headlamps				0.5	
17	*	S01 Repl LT Headlamp assy	84680167	1	<u>1,157.08</u>	0.3	
18		RADIATOR SUPPORT					
19		Refinish Components					1.8
20	*	Rpr LT Outer support				<u>1.0</u>	Incl.
21	**	Repl A/M Tie bar -25%	23406584	1	<u>201.00</u>	0.7	Incl.
22	*	Rpr RT Outer support				<u>1.0</u>	Incl.
23		COOLING					
24	*	S01 Repl Upper baffle	84075638	1	<u>67.20</u>	0.2	
25	*	S01 Repl RT Radiator upper bracket	23336340	1	<u>17.58</u>		
26	*	S01 Repl LT Radiator upper bracket	23336339	1	<u>17.58</u>		
27	*	S01 Repl LT Mount bracket	84258382	1	<u>8.00</u>		
28	*	S01 Repl RT Mount bracket	84258381	1	<u>8.74</u>		
29		AIR CONDITIONER & HEATER					
30		Repl Condenser	85134377	1	310.48	m 0.8	
31		AC Service evacuate & recharge				m 1.4	
32		AC Service refrigerant recovery				m 0.4	
33		Repl Mount bracket 1.5L turbo	84431282	1	64.02	0.3	
34		HOOD					
35	*	S01 Repl RT Hinge	23134811	1	<u>95.87</u>	0.4	0.4
36		S01 Add for Clear Coat					0.1
37	**	Repl A/M Hood -25%	23134824	1	<u>522.00</u>	1.4	2.8
38		Add for Clear Coat					1.1
39		Add for Underside(Complete)					1.4
40		Add for Clear Coat					0.3

Supplement of Record 1 with Summary

Owner: STATE OF IOWA

Job Number:

2021 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection WHITE

41	*	S01	Repl	Lock	84706443	1	<u>83.16</u>	Incl.		
42	*	S01	Repl	LT Hinge	23134810	1	<u>95.87</u>	0.4	0.4	
43		S01		Add for Clear Coat					0.1	
44	ENGINE / TRANSAXLE									
45	*	S01	Repl	Inlet duct	84221044	1	<u>67.20</u>	m	0.2	
46	#			Hazardous Waste		1	5.00	X		
47	#			Corrosion Protection		1	10.00		0.3	
48	#			Cover Car		1	10.00			
49	#			Flex Agent		1	8.00			
50	#			Tint Color		1			0.5	
51	#			Caulk and Seal		1	49.95		1.0	
52	#			POST REPAIR SCAN		1			0.5	
53	#			Frame/ Rack Setup and Measure		1			1.5	
54	#			ROUGH PULL		1			1.0	
SUBTOTALS							5,977.88		18.6	13.5

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			5,972.88
Parts Discount	\$ 4,842.68	-28.0 %	-1,355.95
Body Labor	18.6 hrs @	\$ 55.00 /hr	1,023.00
Paint Labor	13.5 hrs @	\$ 100.00 /hr	1,350.00
Miscellaneous			5.00
Subtotal			6,994.93
Total Cost of Repairs			6,994.93
Deductible			0.00
Total Adjustments			0.00
Net Cost of Repairs			6,994.93

MyPriceLink Estimate ID / Quote ID:

1084794520014430208 / 123060374

Supplement of Record 1 with Summary

Owner: STATE OF IOWA

Job Number:

2021 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection WHITE

SUPPLEMENT SUMMARY

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
Changed Items							
3		Repl Bumper cover w/o auto park	84543709	1	-642.50	Incl.	-3.3
3	*	S01 Repl Bumper cover w/o auto park	84543709	1	<u>674.63</u>	Incl.	3.3
11		Repl Lower grille w/chrome w/o adaptive cruise	84473373	1	-489.95	Incl.	
11	*	S01 Repl Lower grille w/chrome w/o adaptive cruise	84473373	1	<u>514.45</u>	Incl.	
12		Repl Grille surround w/o adaptive cruise	84473292	1	-491.23	-0.2	
12	*	S01 Repl Grille surround w/o adaptive cruise	84473292	1	<u>288.67</u>	0.2	
13		Repl Emblem gold	23125928	1	-55.52	Incl.	
13	*	S01 Repl Emblem gold	23125928	1	<u>56.05</u>	Incl.	
15		Repl RT Headlamp assy	84680166	1	-1,101.98	-0.3	
15	*	S01 Repl RT Headlamp assy	84680166	1	<u>1,157.08</u>	0.3	
17		Repl LT Headlamp assy	84680167	1	-1,101.98	-0.3	
17	*	S01 Repl LT Headlamp assy	84680167	1	<u>1,157.08</u>	0.3	
24		Repl Upper baffle	84075638	1	-64.00	-0.2	
24	*	S01 Repl Upper baffle	84075638	1	<u>67.20</u>	0.2	
25		Repl RT Radiator upper bracket	23336340	1	-14.65		
25	*	S01 Repl RT Radiator upper bracket	23336340	1	<u>17.58</u>		
26		Repl LT Radiator upper bracket	23336339	1	-14.65		
26	*	S01 Repl LT Radiator upper bracket	23336339	1	<u>17.58</u>		
27		Repl LT Mount bracket	84258382	1	-6.67		
27	*	S01 Repl LT Mount bracket	84258382	1	<u>8.00</u>		
28		Repl RT Mount bracket	84258381	1	-7.28		
28	*	S01 Repl RT Mount bracket	84258381	1	<u>8.74</u>		
39		Repl Lock	84706443	1	-79.20	Incl.	
41	*	S01 Repl <u>Lock</u>	84706443	1	<u>83.16</u>	Incl.	
41		Repl Inlet duct	84221044	1	-63.48 m	-0.2	
45	*	S01 Repl Inlet duct	84221044	1	<u>67.20</u> m	0.2	
Deleted Items							
10	**	Repl A/M Upper grille w/o adaptive cruise -25%	84565840	1	<u>-96.75</u>	Incl.	
Added Items							
10	*	S01 Repl Upper grille w/o adaptive cruise	84565840	1	<u>159.02</u>	Incl.	
35	*	S01 Repl RT Hinge	23134811	1	<u>95.87</u>	0.4	0.4
36		S01 Add for Clear Coat					0.1
42	*	S01 Repl LT Hinge	23134810	1	<u>95.87</u>	0.4	0.4
43		S01 Add for Clear Coat					0.1
SUBTOTALS					238.34	0.8	1.0

Supplement of Record 1 with Summary

Owner: STATE OF IOWA

Job Number:

2021 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection WHITE

CHANGES TO ADJUSTMENTS

TOTALS SUMMARY

Category	Basis	Rate	Cost \$
Parts			238.34
Parts Discount	\$ 335.09	-28.0 %	-93.83
Additional Supplement Adjustments			0.01
Body Labor	0.8 hrs @	\$ 55.00 /hr	44.00
Paint Labor	1.0 hrs @	\$ 100.00 /hr	100.00
Subtotal			288.52
Total Supplement Amount			288.52
NET COST OF SUPPLEMENT			288.52

MyPriceLink Estimate ID / Quote ID:

1084794520014430208 / 123060374

CUMULATIVE EFFECTS OF SUPPLEMENT(S)

Estimate	6,706.41	David Kelley
Supplement S01	288.52	David Kelley
Workfile Total:	\$ 6,994.93	
NET COST OF REPAIRS:	\$ 6,994.93	

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.