

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

December 4, 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 \$9,728.45, subject to the audit of actual invoices. On July 17, 2023, Vehicle #105188 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 # 3567  
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

November 14, 2023

Victoria Newton  
Executive Council  
L O C A L

Subject: Vehicle #105188 Damaged by Hail on July 17, 2023  
Department of Administrative Services  
Claim dated August 11, 2023  
AOS Claim ID: 3567

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 \$9,728.45, 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: August 11, 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	#105188/Hail
Event Date	July 17, 2023
Summary	Vehicle 105188 sustained hail damage. (262753)
Amount Requested	\$9,728.45 - 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 Fucaloro, Fleet Manager  
DAS Fleet Services  
[Mariah.Fucaloro@iowa.gov](mailto:Mariah.Fucaloro@iowa.gov)  
515-414-6582



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

**FW: \*\* External Email Alert \*\* 29C20**  
1 message

**Adams Jeannie** <jadams@dps.state.ia.us>

Wed, Jul 19, 2023 at 3:45 PM

To: "Risk, DAS (das.risk@iowa.gov)" <das.risk@iowa.gov>

105188 did not hit a deer - he had hail damage.

202753

Jeannie Adams  
ISP Fleet & Supply, Fleet Asset Manager  
Department of Public Safety  
30 N.E. 48th Place  
Des Moines, Iowa 50313  
Direct #: 515-725-0643  
Cell Phone: 515-204-3019  
Shop: 515-281-3277  
Fax: 515-242-6321  
Email: jadams@dps.state.ia.us<mailto:jadams@dps.state.ia.us>

From: karl.bubser@iowa.gov <karl.bubser@iowa.gov> On Behalf Of Risk, DAS  
Sent: Tuesday, July 18, 2023 3:00 PM  
To: TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>; Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>; Adams Jeannie <jadams@dps.state.ia.us>  
Subject: \*\* External Email Alert \*\* 29C20

**\*\*External Email Alert\*\*** This email is from outside DPS. DO NOT CLICK links or attachments unless you

## 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](mailto:vehicledamage@dps.state.ia.us) ; [das.risk@iowa.gov](mailto: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 X CASE #:

Date: (Month/Day/Year)	07-17023	Time: 0700am (Time plus a.m./p.m.)	HAIL DAMAGE
Vehicle Plate #:	ljm677	Vehicle Mileage:	160058
Vehicle Description: (Yr/Make/Model/ & Vin#)	2014 jeep Grand Cherokee 1C4RJFAG8EC545694		
Assigned To:	POOL CAR	Badge #	SHOP
Driven By:	Brad Cubit	Badge #	Wellness division
Driver's Lic #:	062BB3315	Damage:	\$
Vehicle Towed: (Yes / No)	NO	Towed By:	
Towed To:	NO	Towing Cost:	\$
Seat Belt: (Yes / No)	PARKED	Type of Vehicle: (Marked/Semi /Unmarked)	unmarked
Injured/Injuries:	NO		
Occupants: (Other than driver)	Hail damage vehicle parked at residence		

### 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:			
Accident Location: (Street/Hwy)			
County:			
Weather/Road Conditions:			
<b>** Please Include narrative of events here**</b>			
Property Damage other than Vehicles:	None		
Cost:	\$		
Citations Issued To: (List Charge(s) and Statute Code(s))			

Investigating Officer:	
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**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)			

**QUALITY CLAIMS SOLUTIONS**

Workfile ID: Od6219a6

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, STATE OF IOWA****Job Number:**

Written By: Jon Gustafson

Insured: STATE OF IOWA, STATE OF IOWA Policy #: NOT PROVIDED Claim #: APDSOI0262753-001  
 Type of Loss: Comprehensive Date of Loss: 7/28/2023 12:00 PM Days to Repair: 0  
 Point of Impact: 27 Hail

**Owner:**  
 STATE OF IOWA, STATE OF IOWA  
 301 E 7TH ST  
 DES MOINES, IA 50319

**Inspection Location:**  
 COPELAND AUTO BODY INC.  
 506 E 2ND STREET  
 HEDRICK, IA 52563  
 Other  
 (641) 653-2140 Evening

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

2014 JEEP Grand Cherokee Laredo 4WD 4D UTV 6-3.6L Flex Fuel Sequential MPI

VIN: 1C4RJFAG8EC545694 Production Date: Interior Color:  
 License: Odometer: 160,096 Exterior Color:  
 State: Condition:

**TRANSMISSION**

Automatic Transmission  
 4 Wheel Drive

**POWER**

Power Steering  
 Power Brakes  
 Power Windows  
 Power Locks  
 Power Mirrors  
 Heated Mirrors

**DECOR**

Dual Mirrors  
 Privacy Glass  
 Console/Storage  
 Overhead Console

Wood Interior Trim

**CONVENIENCE**

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

**RADIO**

AM Radio

FM Radio

Stereo  
 Search/Seek  
 Auxiliary Audio Connection  
 Satellite Radio  
 Equalizer

**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

Hands Free Device

**SEATS**

Cloth Seats  
 Bucket Seats  
 Reclining/Lounge Seats

**WHEELS**

Aluminum/Alloy Wheels

**PAINT**

Clear Coat Paint

**OTHER**

Fog Lamps  
 Rear Spoiler

**TRUCK**

Rear Step Bumper



**Estimate of Record**

**Owner: STATE OF IOWA, STATE OF IOWA**

**Job Number:**

2014 JEEP Grand Cherokee Laredo 4WD 4D UTV 6-3.6L Flex Fuel Sequential MPI

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		<b>FRONT LAMPS</b>					
2	R&I	RT Headlamp assy w/o black bezel				0.3	
3	R&I	LT Headlamp assy w/o black bezel				0.3	
4		<b>HOOD</b>					
5	**	Repl <u>A/M Hood w/o air vent (ALU) CAPA</u> Note: KEYSTONE CH1230283PP	55369587AG	1	<u>796.00</u>	1.6	2.8
6		Add for Clear Coat					1.1
7		Add for Underside(Complete)					1.4
8		<b>WINDSHIELD</b>					
9	R&I	Windshield Jeep w/o rain sensor				Incl.	
10	Repl	RT Washer nozzle	68260443AA	1	42.30	Incl.	
11	#	Urethane Kit		1	20.00		
12	Repl	LT Washer nozzle	68260443AA	1	42.30	Incl.	
13		<b>FENDER</b>					
14	*	Subl <u>LT Fender PDR</u>		1	<u>325.00</u>	X	
15	#	ADD FOR OVERSIZED		1	80.00	X	
16	*	Subl <u>RT Fender PDR</u>		1	<u>325.00</u>	X	
17	#	ADD FOR OVERSIZED		1	40.00	X	
18	R&I	RT Fender liner w/o SRT				0.4	
19	R&I	LT Fender liner w/o SRT				0.4	
20		<b>ROOF</b>					
21	Repl	Roof panel	68170997AB	1	1,335.00	21.0	3.6
22		Overlap Major Non-Adj. Panel					-0.2
23		Add for Clear Coat					0.7
24		<b>FRONT DOOR</b>					
25	*	Subl <u>LT Door shell PDR</u>		1	<u>125.00</u>	X	
26	*	Subl <u>RT Door shell PDR</u>		1	<u>250.00</u>	X	
27	#	ADD FOR OVERSIZED		1	120.00		
28	Repl	RT Belt w'strip	55399290AF	1	137.00	0.2	
29	Repl	LT Belt w'strip	55399291AF	1	131.00	0.2	
30	R&I	RT R&I trim panel				0.5	
31	R&I	LT R&I trim panel				0.5	
32	R&I	LT R&I mirror				0.2	
33		<b>SEATS &amp; TRACKS</b>					
34	R&I	RT R&I front seat				0.5	
35	R&I	LT R&I front seat				0.5	
36	R&I	R&I rear seat as an assy				0.8	
37		<b>REAR DOOR</b>					
38	*	Subl <u>LT Door shell PDR</u>		1	<u>250.00</u>	X	
39	*	Subl <u>RT Door shell PDR</u>		1	<u>187.50</u>	X	

**Estimate of Record**

**Owner: STATE OF IOWA, STATE OF IOWA**

**Job Number:**

2014 JEEP Grand Cherokee Laredo 4WD 4D UTV 6-3.6L Flex Fuel Sequential MPI

40	Repl	RT Belt w/strip	55399292AF	1	46.40	0.2	
41	Repl	LT Belt w/strip	55399293AF	1	150.00	0.2	
42	Repl	LT Applique front	68504163AA	1	101.00	0.2	
43	R&I	RT R&I trim panel				0.5	
44	R&I	LT R&I trim panel				0.5	
45	<b>QUARTER PANEL</b>						
46	*	Subl	<u>LT Quarter panel PDR</u>	1	<u>406.25</u>	X	
47	#		ADD FOR OVERSIZED	1	120.00	X	
48	*	Subl	<u>RT Quarter panel PDR</u>	1	<u>406.25</u>	X	
49		Repl	RT Qtr glass Jeep w/o antenna	68213834AC	1	305.00 1.5	
50		Repl	LT Qtr glass Jeep w/o antenna	68213835AC	1	300.00 1.5	
51	#		Pre Scan	1	60.00	0.5 M	
52	#		Post Scan	1	129.95	0.5 M	
53	<b>RESTRAINT SYSTEMS</b>						
54		R&I	RT Head air bag			m 0.8 M	
55		R&I	LT Head air bag			m 0.8 M	
56		R&I	RT Retractor assy black to 04/08/2018			0.6	
57		R&I	LT Retractor assy black to 04/08/2018			0.6	
58		R&I	RT Outer belt black			0.6	
59		R&I	LT Outer belt black			0.6	
60	#		Cover Car	1	5.00	0.2	
61	#		Additional Materials - open for invoice	1			
62	#		Hazardous Waste	1	3.00		
63	#		Corrosion Protection	1	5.00	0.1	
				<b>SUBTOTALS</b>	<b>6,243.95</b>	<b>37.3</b>	<b>9.4</b>

**ESTIMATE TOTALS**

<b>Category</b>	<b>Basis</b>	<b>Rate</b>	<b>Cost \$</b>
Parts			3,728.95
Body Labor	34.7 hrs @	\$ 65.00 /hr	2,255.50
Paint Labor	9.4 hrs @	\$ 110.00 /hr	1,034.00
Mechanical Labor	2.6 hrs @	\$ 75.00 /hr	195.00
Miscellaneous			2,515.00
Subtotal			9,728.45
<b>Total Cost of Repairs</b>			<b>9,728.45</b>
Deductible			0.00
<b>Total Adjustments</b>			<b>0.00</b>
<b>Net Cost of Repairs</b>			<b>9,728.45</b>