

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 \$3,052.10, subject to the audit of actual invoices. On September 18, 2023, Vehicle #164 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 # 3599  
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: Deer Damage to Vehicle #164 on September 18, 2023  
Department of Administrative Services  
Claim dated October 5, 2023  
AOS Claim ID: 3599

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 \$3,052.10, 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: October 5, 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

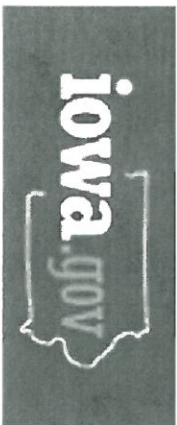
**Re: ALLOCATION REQUEST - 29C20 Claim for Executive Council Consideration**

Vehicle / Event	#164/Deer
Event Date	September 18, 2023
Summary	Vehicle 164 struck a deer. (266252)
Amount Requested	\$3,052.10 - 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>**

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**29C20**

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

Mon, Sep 18, 2023 at 3:54 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 164 struck a deer on 9/18/23. 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>

## 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 ) CASE #: 2023024328

Date: <small>(Month/Day/Year)</small>	09/18/2023	Time: <small>(Time plus a.m./p.m.)</small>	7:58am
Vehicle Plate #:	164	Vehicle Mileage:	82,370
Vehicle Description: <small>(Yr/Make/Model/ &amp; Vin#)</small>	2020 Dodge Charger VIN:2C3CDXKT4LH124231		
Assigned To:	Trp Mike Telfer	Badge #	164
Driven By:	Trp Mike Telfer	Badge #	164
Driver's Lic #:	239CC3537	Damage:	\$
Vehicle Towed: <small>(Yes / No)</small>	No	Towed By:	
Towed To:		Towing Cost:	\$
Seat Belt: <small>(Yes / No)</small>	Yes	Type of Vehicle: <small>(Marked/Semi /Unmarked)</small>	Marked
Injured/Injuries:	None		
Occupants: <small>(Other than driver)</small>			

### 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)	330 <sup>th</sup> St. approx.. 1 mile east of Rutledge Ave		
County:	Mahaska		
Weather/Road Conditions:	Normal		
Property Damage other than Vehicles:	None		
Cost:	\$		
Citations Issued To: (List Charge(s) and Statute Code(s))			

Investigating Officer:	Sgt. Andreasen #161
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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)	Yes
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)	Yes		

**QUALITY CLAIMS SOLUTIONS**

105 N Krohn Place  
SIOUX FALLS, SD 57103  
Phone: (877) 237-3727, FAX:(605) 800-8591  
qcs@qcsdirect.com

Workfile ID: 7fc25e12

For:

**QUALITY CLAIMS SOLUTIONS**

DAS Fleet Services

**Preliminary Estimate**

**Owner: STATE OF IOWA**

**Job Number:**

Written By: Wayne Malsam

Insured: STATE OF IOWA Policy #: UNKNOWN Claim #: APDSOI0266252-001  
Type of Loss: Collision Date of Loss: 9/21/2023 12:00 PM Days to Repair: 0  
Point of Impact: 02 Right Front Pillar (Right Side)

**Owner:** 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**

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

VIN: 2C3CDXKT4LH124231 Production Date: Interior Color:  
License: Odometer: 82,370 Exterior Color:  
State: Condition:

**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  
Power Trunk/Liftgate



**Preliminary Estimate**

**Owner: STATE OF IOWA**

**Job Number:**

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		<b>FRONT BUMPER &amp; GRILLE</b>					
2		O/H bumper assy				3.4	
3	*	Rpr Bumper cover				<u>0.5</u>	3.4
4		Add for Clear Coat					1.4
5	#	R&I push bumper				1.5	
6		<b>FRONT LAMPS</b>					
7		R&I RT R&I headlamp assy				0.3	
8		<b>HOOD</b>					
9		Blnd Hood (ALU)					1.5
10		<b>FENDER</b>					
11	**	Repl A/M RT Fender w/o wide body	68213060AC	1	<u>322.00</u>	1.6	2.0
12		Add for Clear Coat					0.8
13		Add for Edging					0.5
14		Add for Clear Coat					0.1
15		R&I RT Fender liner 3.6, 5.7 liter				Incl.	
16		<b>PILLARS, ROCKER &amp; FLOOR</b>					
17		R&I RT Rocker molding				Incl.	
18		Repl RT Rocker molding rivet	6509049AA	8	73.20		
19		<b>FRONT DOOR</b>					
20	*	Rpr RT Door shell (HSS)				<u>1.0</u>	2.1
21		Overlap Major Adj. Panel					-0.4
22		Add for Clear Coat					0.3
23		R&I RT Belt w/strip				0.3	
24		R&I RT Power mirror w/o heat, w/o memory, w/o blind spot blue				0.5	
25		R&I RT Handle, outside black				0.4	
26		R&I RT R&I trim panel				0.5	
27		Repl RT Front w/strip	68040048AC	1	49.95	0.2	
28		<b>VEHICLE DIAGNOSTICS</b>					
29	*	Repl Pre-repair scan		1	<u>60.00</u> m	<u>0.5</u> M	
30	*	Repl Post-repair scan		1	<u>129.95</u> m	<u>0.5</u> M	
31	#	Cover Car		1	10.00	0.2	
32	#	Hazardous Waste		1	4.00		
33	#	Color Sand/ Buff		1		1.5	
34	#	Flex Agent		1	6.00		
35	#	decals		1		1.0	
<b>SUBTOTALS</b>					<b>655.10</b>	<b>13.9</b>	<b>11.7</b>

**Preliminary Estimate**

**Owner: STATE OF IOWA**

**Job Number:**

2020 DODG Charger Police AWD (Fleet) 4D SED 8-5.7L Gasoline Sequential MPI

**ESTIMATE TOTALS**

<b>Category</b>	<b>Basis</b>	<b>Rate</b>	<b>Cost \$</b>
Parts			655.10
Body Labor	12.9 hrs @	\$ 70.00 /hr	903.00
Paint Labor	11.7 hrs @	\$ 120.00 /hr	1,404.00
Mechanical Labor	1.0 hrs @	\$ 90.00 /hr	90.00
Subtotal			3,052.10
<b>Total Cost of Repairs</b>			<b>3,052.10</b>
Deductible			0.00
<b>Total Adjustments</b>			<b>0.00</b>
<b>Net Cost of Repairs</b>			<b>3,052.10</b>

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.