



**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

September 22, 2025

Kristi Onstot  
Executive Council  
L O C A L

Subject: Deer Damage to Vehicle #589 on September 4, 2025  
Department of Administrative Services  
Claim dated September 8, 2025  
AOS Claim ID: 4164

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 \$5,987.42, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian R. Brustkern".

Brian R. Brustkern, CPA  
Deputy Auditor of State

cc: Kyle Wear, Fleet Services CFO, Department of Administrative Services  
Ryan Betts, Fleet Services Risk Program Manager, Department of Administrative Services  
Heather Hackbarth, Department of Management



Department of  
Administrative Services

KIM REYNOLDS, GOVERNOR  
CHRIS COURNOYER, LT. GOVERNOR

ADAM STEEN, DIRECTOR

Date: September 8, 2025

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

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

Vehicle / Event	#589 / Deer
Event Date	September 4, 2025
Summary	Vehicle 589 - struck a deer (Claim # TBD)
Amount Requested	<b>\$5,987.42 TOTAL</b>
Supporting Documentation	29C20 Email Notification, Accident Report, & Repair Estimate

If you have any questions or are in need of additional information, please do not hesitate to contact me.

Thank you,

Ryan Betts  
DAS Fleet Risk Program Manager  
ryan.betts1@iowa.gov  
515-281-8008



Risk, DAS &lt;das.risk@iowa.gov&gt;

---

**Fwd: FW: Matt Sauer, car v deer, vehicle 589**

1 message

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

Thu, Sep 4, 2025 at 10:28 AM

To: Tammy Hollingsworth &lt;Tammy.Hollingsworth@aos.iowa.gov&gt;, TOS ExecutiveCouncil &lt;executivecouncil@tos.iowa.gov&gt;

Please accept this email as initial 24 hr notification for AON, vehicle 589 struck a deer on 9/4/2025. I will forward all information as soon as it is received.

**DAS Risk**

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

510 E 12<sup>th</sup> St, Des Moines, IA 50319

515-281-8008 office

[das.risk@iowa.gov](mailto:das.risk@iowa.gov)<https://das.iowa.gov>

AOS 4164

**Department of  
Administrative Services**

**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.**

----- Forwarded message -----

From: **Allspach Jacob** <allspach@dps.state.ia.us>

Date: Thu, Sep 4, 2025 at 10:18 AM

Subject: FW: Matt Sauer, car v deer, vehicle 589

To: Sauer Matt &lt;msauer@dps.state.ia.us&gt;

Cc: McLaren Nathaniel &lt;mclaren@dps.state.ia.us&gt;, Risk, DAS (das.risk@iowa.gov) &lt;das.risk@iowa.gov&gt;, vehicledamage &lt;vehicledamage@dps.state.ia.us&gt;

Hi Matt,

Please see the attached accident report form. Please complete this form, include the MARS report, 3-4 pictures, and an autobody estimate to the two emails attached within 72 hours if applicable. If you don't have an estimate to include within the timeframe, just advise that it is in progress and send once received.

When the repair estimate is approved by DAS, you can proceed with autobody repair.

**I have included DAS Risk and Vehicle Damage to this email for the 24-hour notification.**

Feel free to reach out with any questions or assistance!

Thank you,

Jake

**Jacob Allspach**

**Special Agent in Charge**

Fleet and Supply

Iowa Department of Public Safety

30 NE 48<sup>th</sup> Place | Des Moines, Iowa 50313

Office: 515-281-3391

Mobile: 641-525-2717

[allspach@dps.state.ia.us](mailto:allspach@dps.state.ia.us)

<https://dps.iowa.gov/>

<https://dpscareers.com/>



**Department of  
Public Safety**

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**From:** Lamp Scott <[selamp@dps.state.ia.us](mailto:selamp@dps.state.ia.us)>

**Sent:** Thursday, September 4, 2025 8:51 AM

**To:** Allspach Jacob <[allspach@dps.state.ia.us](mailto:allspach@dps.state.ia.us)>



**Cc:** McLaren Nathaniel <[mclaren@dps.state.ia.us](mailto:mclaren@dps.state.ia.us)>; Sauer Matt <[msauer@dps.state.ia.us](mailto:msauer@dps.state.ia.us)>

**Subject:** Matt Sauer, car v deer, vehicle 589

Hello, SAC Allspach, Matt Sauer called me as he had a deer run into the side door on his SUV #589, no injuries and the vehicle will still be operable. Please send him the appropriate accident forms as he will locate a Trooper this morning to complete the report. When the time comes for repairs, he can come to HQ and borrow a pool car. Thanks

**Scott E. Lamp, M.A., I-65**

**Special Agent in Charge**

Iowa Department of Public Safety

Division of Criminal Investigation-Support Operations Bureau

Administration-Transcription-CCH Records-Dissemination-Identification

215 East 7th Street, Des Moines, Iowa 50319

Office: 515-725-6025

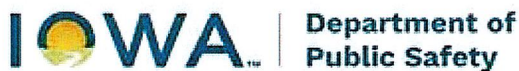
Mobile: 712-898-0478

*Proudly serving since 1994*

[selamp@dps.state.ia.us](mailto:selamp@dps.state.ia.us)

<https://dps.iowa.gov/>

<https://dpscareers.com/>



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**AccidentReportForm.pdf**

218K



## Department of Administrative Services

*Empowering People  
Collaboration  
Customer Service*

Department of Administrative Services  
DAS Fleet Services- Risk Management  
109 SE 13th St  
Des Moines, IA 50319

### Vehicle Accident Report Form

- Render aid or assistance to the injured ([per Iowa Code 321.262](#)).
- The State of Iowa is self-insured. Refer to the insurance card and accident report procedures online or in your glove box packet. If the accident involves another party, exchange information with the driver or property owner. Do not admit fault or attempt to settle your claim.
- Call local law enforcement, if a fatality, injury or property damage has occurred, and obtain a police report. On the Capitol complex, call Iowa State Patrol, Post 16 at 515-281-5608.
- Within the first 24 hours, report accident or damage to DAS Fleet Services (515-281-3162 or [DAS.Risk@iowa.gov](mailto:DAS.Risk@iowa.gov)), your agency fleet contact, and supervisor. Damage caused by an act of nature or unavoidable cause MUST be reported to DAS Fleet Services within 24 hours of the incident to qualify for contingent fund use ([per Iowa Code 29C.20](#)).
- For an estimate, locate the nearest contracted auto body repair shop in the Contracted Service Providers map. A contracted auto body shop within 30 miles should be used if available.
- If towing is necessary, contact DAS Fleet Services (515-281-3162) for assistance. After hours, call National Automobile Club (NAC) FleetRescue\* (866-329-3471) or local law enforcement.
- Within 72 hours, print and submit a completed Accident Report Form, including a cost estimate from the auto body shop to [DAS.Risk@iowa.gov](mailto:DAS.Risk@iowa.gov).
- Any accident in the State of Iowa that causes death, personal injury, or total property damage of \$1,500 or more must be reported on an Iowa Accident Report Form UNLESS the accident is investigated by a law enforcement agency and a report is filed. Failure to return an accident report form within 72 hours may result in suspension of driving privileges.

## Vehicle Accident Report

### Time and location of accident

Accident Date (Mo/Day/Year)	Time	No. of Vehicles
09/04/2025	0845	1
County	State	
Polk	Iowa	

### Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Matthew C. Sauer		200 East Grand Ave. Suite 110	
Driver's License No./State		City, State, Zip	
975AA9664 / Iowa		Des Moines, Iowa 50309	
Date of Birth	Department	Work Phone	Home Phone
01/10/1974	DPS	515-725-0536	515-971-2658
License Plate No.	VIN	Year, Make, Model	
KCH 448	1C4RDJFGXRC220148	2024 Dodge Durango	
Estimate (\$) of Damage		Description of Damage	
5000		Driver's side fender, both doors and quarter panel damage	

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

Driver's Name		Street Address	
NA			
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
NA	

**Injured Persons (attach additional sheets if necessary)**

Vehicle No. 1/ Name and Address	Describe Injuries
NA	
Vehicle No. 2/ Name and Address	Describe Injuries

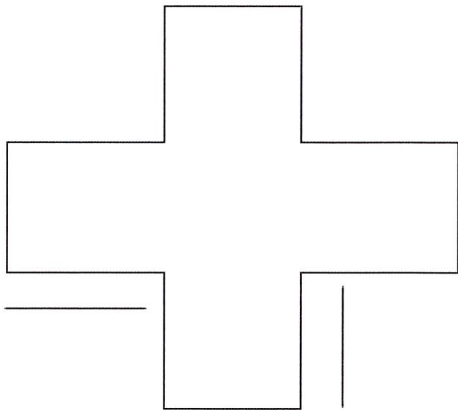
**Witness**

Name	Address/Phone
NA	
Name	Address/Phone

**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.



I was traveling south on NW 26th St in Polk County. At about 1 mile south of NW 66th Ave on NW 26th St a deer ran from the east ditch and impacted the side of my vehicle.

## Accident Information Exchange Sheet

### Other Vehicle information

Driver's Name	NA
Street Address	
Driver Phone	
Driver's License No./State	
Vehicle Plate No.	
Vehicle year, make, model	
VIN	
Insurance Company Name	
Policy No.	
Agent name	
Agent phone	
Owner's Name/Address (if different)	

Submit this information along with the accident report to DAS Fleet Service within 72 hours of the accident.

**Complete the next section, tear at the dotted line and give to the other party involved.**

-----

### State Vehicle Insurance Information

Driver's Name	NA
Driver's License No./State	
Vehicle Plate No.	
Vehicle year, make, model	
VIN	

The State of Iowa is self-insured.  
If you have any questions regarding an accident, please contact  
DAS Fleet Services at 515-281-3162 of [DAS.Risk@iowa.gov](mailto:DAS.Risk@iowa.gov)





## Ankeny

Your Dealer for Life

1101 Southeast Oralabor Road, Ankeny, IA 50021

Phone: (515) 299-4337

FAX: (515) 964-2293

## Estimate

## RO Number:

Customer:	Insurance:	Adjuster:	Estimator:	Joe Kevin Gift
State Of Iowa	STATE OF IOWA	Phone:	Create Date:	9/5/2025
		Claim:		
		Loss Date:		
(515) 971-2658		Deductible:		

2024 DODG Durango Pursuit AWD (Fleet) 4D UTV 6-3.6L Gasoline Sequential MPI Night Moves

VIN:	1C4RDJFGXRC220148	Interior Color:	Black	Mileage In:	10,969	Vehicle Out:
License:	KCH448	Exterior Color:	Night Moves	Mileage Out:		
State:	IA	Production Date:	6/2024	Condition:		Job #:

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labor	Type	Paint
1	E01		<b>FRONT BUMPER</b>						
2	E01	Remove/Install	R&I bumper assy				1.0	Body	
3	E01		<b>FRONT LAMPS</b>						
4	E01	Remove/Install	LT Headlamp assy w/o auto high beam black bezel				0.0	Body	
5	E01	Remove/Replace	Aim headlamps			OEM	0.5	Body	
6	E01		<b>FENDER</b>						
7	E01	Remove/Replace	LT Fender	1	427.00	OEM	2.0	Body	2.0
8	E01		Add for Clear Coat						0.8
9	E01		Add for Edging						0.5
10	E01		Add for Clear Coat						0.1
11	E01	Remove/Install	LT Wheel flare w/o body color				0.3	Body	
12	E01		<b>ROOF</b>						
13	E01	Remove/Install	LT Roof molding				0.5	Body	
14	E01		<b>PILLARS, ROCKER &amp; FLOOR</b>						
15	E01	Remove/Install	LT Rocker molding w/o chrome				0.9	Body	
16	E01		<b>FRONT DOOR</b>						
17	E01	Remove/Replace	LT Door shell	1	1,540.00	OEM	5.6	Body	3.4
18	E01		Overlap Major Adj. Panel						(0.4)
19	E01		Add for Clear Coat						0.6
20	E01		Seam sealer	1	49.95	Other	1.0	Body	
21	E01	Remove/Install	LT Applique				0.0	Body	
22	E01	Remove/Install	LT Power mirror w/o memory, w/blind spot detection gloss black				0.0	Body	
23	E01	Remove/Replace	LT Black out tape	1	4.90	OEM	0.2	Body	
24	E01	Remove/Install	LT Handle, outside painted, all diamond				0.0	Body	

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

RO Number:

2024 DODG Durango Pursuit AWD (Fleet) 4D UTV 6-3.6L Gasoline Sequential MPI Night Moves

			black					
25	E01	Remove/Install	LT R&I trim panel				0.0	Body
26	E01		<b>REAR DOOR</b>					
27	E01	Remove/Replace	LT Door shell	1	1,495.00	OEM	4.8	Body 3.4
28	E01		Overlap Major Adj. Panel					(0.4)
29	E01		Add for Clear Coat					0.6
30	E01		Seam sealer	1	49.95	Other	1.0	Body
31	E01	Remove/Install	LT Applique front				0.0	Body
32	E01	Remove/Install	LT Applique rear				0.0	Body
33	E01	Remove/Install	LT Handle, outside painted diamond black				0.0	Body
34	E01	Remove/Install	LT R&I trim panel				0.0	Body
35	E01		<b>QUARTER PANEL</b>					
36	E01	Repair	LT Quarter panel				2.5	Body 2.8
37	E01		Overlap Major Adj. Panel					(0.4)
38	E01		Add for Clear Coat					0.5
39	E01	Refinish	Fuel door all					0.3
40	E01		Add for Clear Coat					0.1
41	E01		<b>REAR LAMPS</b>					
42	E01	Remove/Install	LT Tail lamp assy				0.3	Body
43	E01		<b>REAR BUMPER</b>					
44	E01	Remove/Install	R&I bumper cover				1.0	Body
45	E01		<b>MISCELLANEOUS OPERATIONS</b>					
46	E01		Pre-scan				0.5	Mech
47	E01	Sublet	Hazardous waste removal	1	3.00	Other		
48	E01	Remove/Replace	Cover Car	1	10.00	A/M		
49	E01		Feather, edge, prime, block NOTE: Time is paid to painter				0.5	Body
50	E01		De-nib, sand, buff NOTE: Time is paid to painter				1.0	Body
51	E01		Disconnect battery cable				0.1	Body
52	E01	Sublet	C&K Auto Glass - R&I LT Qtr Window	1	100.00	Sublet		
53	E01		Post scan				0.5	Mech

Estimate Totals	Discount \$	Markup \$	Rate \$	Total Hours	Total \$
Parts	(693.38)				2,883.42
Sublet/Miscellaneous		15.00			115.00
Labor, Body			60.00	23.2	1,392.00
Labor, Refinish			110.00	13.9	1,529.00
Labor, Mechanical			65.00	1.0	65.00
Miscellaneous					3.00
<b>Subtotal</b>					<b>5,987.42</b>
Sales Tax					0.00
<b>Grand Total</b>					<b>5,987.42</b>

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

**RO Number:**

2024 DODG Durango Pursuit AWD (Fleet) 4D UTV 6-3.6L Gasoline Sequential MPI Night Moves

**Net Total****5,987.42**

Estimate Version	Total \$
Original	5,987.42

Insurance Total \$:	5,987.42
---------------------	----------

Received from Insurance \$:	0.00
-----------------------------	------

Balance due from Insurance \$:	5,987.42
--------------------------------	----------

Customer Total \$:	0.00
--------------------	------

Received from Customer \$:	0.00
----------------------------	------

Balance due from Customer \$:	0.00
-------------------------------	------



Karl Chevrolet Collision Center Ankeny

1101 Southeast Oralabor Road, Ankeny, IA 50021

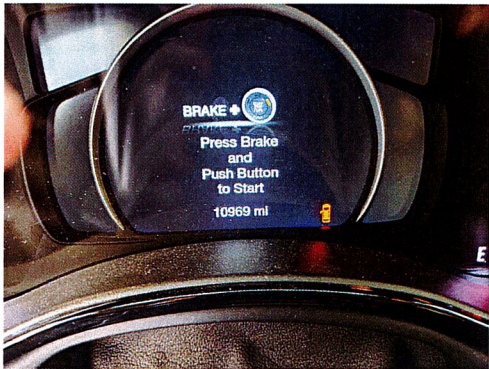
Phone: (515) 299-4337, Fax: (515) 964-2293

Image Report

Owner:	State Of Iowa	Insurance:	STATE OF IOWA	Estimator:	Joe Kevin Gift	Vehicle Out:
RO Number:		Claim Number:				
Year:	2024	Color:	Night Moves	License Plate:	KCH448	Production Date: 6/2024
Make:	DODG	Body Style:	4D UTV	State:	IA	Mileage In: 10,969
Model:	Durango Pursuit A...	Engine:	6-3.6L Gasoline S...	VIN:	1C4RDJFGXRC220148	Condition:



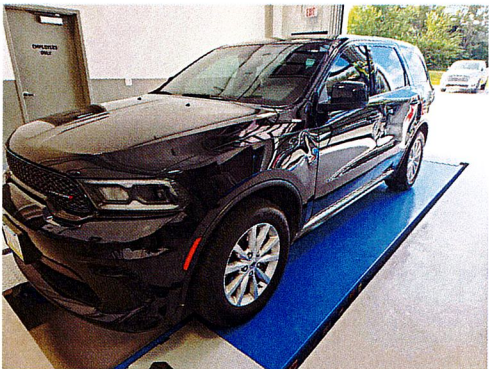
9/5/2025  
Comments:



9/5/2025 E01  
Comments:



9/5/2025 E01  
Comments:



9/5/2025 E01  
Comments:



9/5/2025 E01  
Comments:



9/5/2025 E01  
Comments:



# Karl Chevrolet Collision Center Ankeny

1101 Southeast Oralabor Road, Ankeny, IA 50021

Phone: (515) 299-4337, Fax: (515) 964-2293

## Image Report

Owner:	State Of Iowa	Insurance:	STATE OF IOWA	Estimator:	Joe Kevin Gift	Vehicle Out:	
RO Number:		Claim Number:					
Year:	2024	Color:	Night Moves	License Plate:	KCH448	Production Date:	6/2024
Make:	DODG	Body Style:	4D UTV	State:	IA	Mileage In:	10,969
Model:	Durango Pursuit A...	Engine:	6-3.6L Gasoline S...	VIN:	1C4RDJFGXRC220148	Condition:	



9/5/2025 E01

Comments:



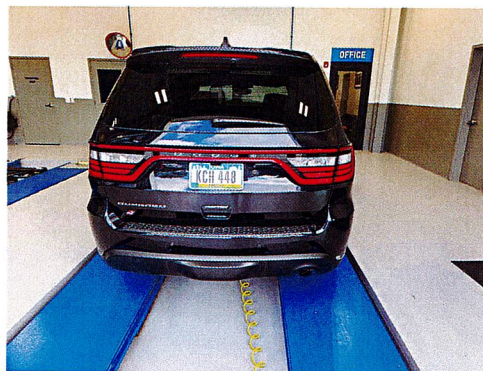
9/5/2025 E01

Comments:



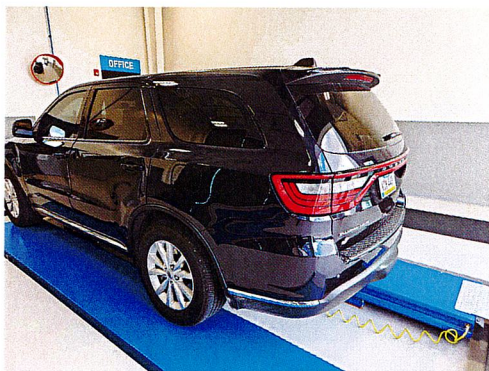
9/5/2025 E01

Comments:



9/5/2025 E01

Comments:



9/5/2025 E01

Comments:



9/5/2025 E01

Comments:



# Karl Chevrolet Collision Center Ankeny

1101 Southeast Oralabor Road, Ankeny, IA 50021

Phone: (515) 299-4337, Fax: (515) 964-2293

## Image Report

Owner:	State Of Iowa	Insurance:	STATE OF IOWA	Estimator:	Joe Kevin Gift	Vehicle Out:
RO Number:		Claim Number:				
Year:	2024	Color:	Night Moves	License Plate:	KCH448	Production Date: 6/2024
Make:	DODG	Body Style:	4D UTV	State:	IA	Mileage In: 10,969
Model:	Durango Pursuit A...	Engine:	6-3.6L Gasoline S...	VIN:	1C4RDJFGXRC220148	Condition:



9/5/2025 E01

Comments:



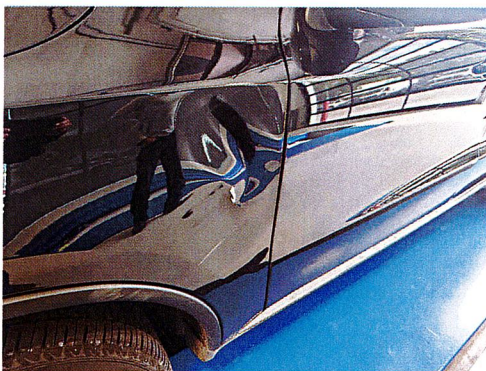
9/5/2025 E01

Comments:



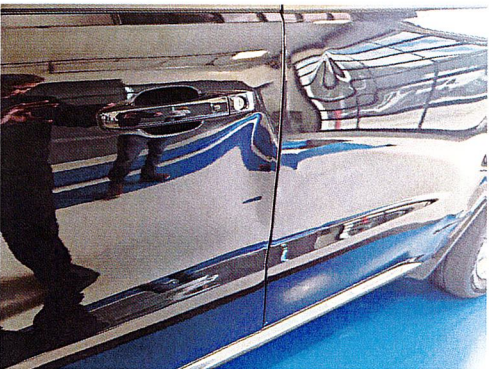
9/5/2025 E01

Comments:



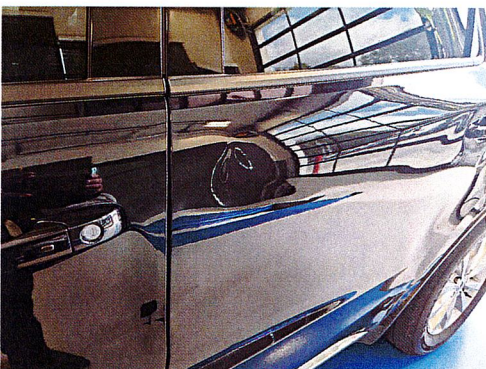
9/5/2025 E01

Comments: LT fender damage



9/5/2025 E01

Comments: Left front door damage



9/5/2025 E01

Comments: Lt rear door damage



**Image Report**

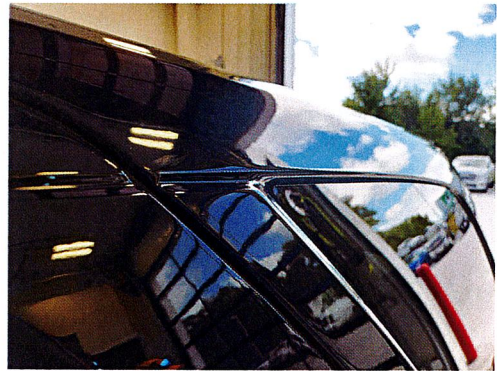
Owner:	State Of Iowa	Insurance:	STATE OF IOWA	Estimator:	Joe Kevin Gift	Vehicle Out:
RO Number:		Claim Number:				
Year:	2024	Color:	Night Moves	License Plate:	KCH448	Production Date: 6/2024
Make:	DODG	Body Style:	4D UTV	State:	IA	Mileage In: 10,969
Model:	Durango Pursuit A...	Engine:	6-3.6L Gasoline S...	VIN:	1C4RDJFGXRC220148	Condition:



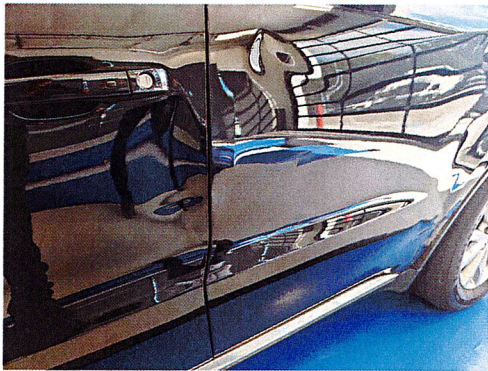
9/5/2025 E01  
Comments: Left rear door damage



9/5/2025 E01  
Comments: Left rear door damage



9/5/2025 E01  
Comments: Dent in Lt quarter above above glass. This was a deer hit



9/5/2025 E01  
Comments:



9/5/2025 E01  
Comments: Damage to Left front door sheel