



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 #2325 on September 8, 2025
Department of Administrative Services
Claim dated September 8, 2025
AOS Claim ID: 4167

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 \$6,400.50, 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

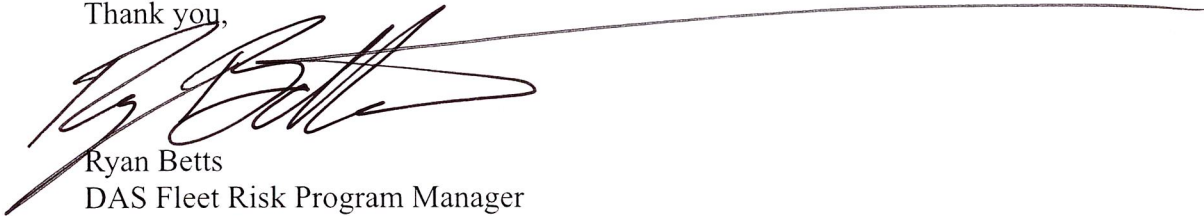
To: Tammy Hollingsworth, Auditor of State
Victoria Newton, Treasurer of State
Executive Council

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

Vehicle / Event	#2325 / Deer
Event Date	September 8, 2025
Summary	Vehicle 2325 - struck a deer (Claim # TBD)
Amount Requested	\$6,400.50 TOTAL
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 <das.risk@iowa.gov>

Fwd: 2325

1 message

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

Mon, Sep 8, 2025 at 1:40 PM

To: Tammy Hollingsworth <tammy.hollingsworth@aos.iowa.gov>, TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>

Please accept this email as initial 24 hr notification for AON, vehicle 2325 struck a deer on 9/8/2025. 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 12th St, Des Moines, IA 50319

515-281-8008 office

das.risk@iowa.gov<https://das.iowa.gov>**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: **Pauly, Roger** <rpaul@ialottery.com>

Date: Mon, Sep 8, 2025 at 12:50 PM

Subject: 2325

To: DAS Risk <das.risk@iowa.gov>, Stephen Waymire <swaymire@ialottery.com>

Vehicle 2325 was involved in a vehicle/deer collision on Interstate 80 East of Iowa City this morning around 6:30am causing approx. \$6,400 worth of damage. Accident report has been completed and is attached.

--

Roger Pauly**Regional Manager**

Iowa Lottery Division

Iowa Department of Revenue

2345 Blairs Ferry Road NE, Cedar Rapids IA 52402-1918

319-395-9313 main

515-601-6349 cell

rpaul@ialottery.com

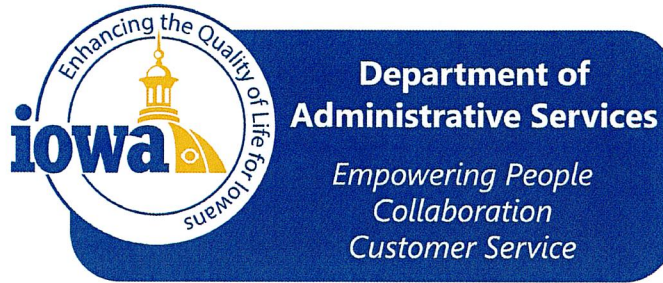
www.ialottery.com

This email message and any accompanying attachments contain information intended only for the specified individual(s) and may be confidential and protected. If you are not the intended recipient or have received this message in error, please: (1) do not read, print, copy, distribute, or use it in any way; (2) permanently delete or destroy the message (including any attachments); and (3) notify the sender immediately by email or telephone. Any unintended transmission of this email message does not constitute a waiver of any applicable privilege or protection. This message may contain informal opinions which are applicable only to the specific situation(s) referenced pursuant to the laws in existence at the time the opinion was issued. The Department may take a contrary position in the future. Any oral or written guidance or opinion given by Department personnel not pursuant to a Petition for Declaratory Order under Iowa Administrative Code 701—4.7 is not binding upon the Department.



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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), 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.
- 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
County	State	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Driver's License No./State		City, State, Zip	
Date of Birth	Department	Work Phone	Home Phone
License Plate No.	VIN	Year, Make, Model	
Estimate (\$) of Damage		Description of Damage	

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

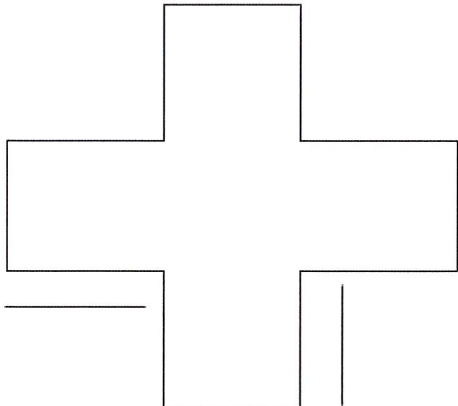
Name	Address/Phone
Name	Address/Phone

Accident Diagram

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.



Accident Information Exchange Sheet

Other Vehicle information

Driver's Name	
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	
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

QUALITY AUTO REBUILDERS INC.

2201 7th Ave, Marion, IA 52302

Phone: (319) 377-6326

FAX: (319) 377-8514

Workfile ID: 7703b8e2

Federal ID: 42-0930083

State ID: 5716506

Preliminary Estimate

Customer: Iowa Lottery

Job Number:

Written By: Derek Wright

Insured: Iowa Lottery

Policy #:

Claim #:

Type of Loss:

Date of Loss:

Days to Repair: 0

Point of Impact: 12 Front

Owner:

Iowa Lottery

(319) 395-9313 Business

Inspection Location:

Other

Insurance Company:

UNKNOWN CLAIMS

VEHICLE

2015 FORD Transit Connect XLT w/Long Wheelbase/Rear Liftgate 4D VAN 4-2.5L Gasoline Sequential MPI White

VIN: NM0LE7F73F1180697

Interior Color:

Mileage In: 116,679

Vehicle Out:

License: KNM770

Exterior Color: White

Mileage Out:

State: IA

Production Date: 10/2014

Condition:

Job #:

TRANSMISSION

Automatic Transmission

POWER

Power Steering

Power Brakes

Power Windows

Power Locks

Power Mirrors

Heated Mirrors

DECOR

Dual Mirrors

Body Side Moldings

Privacy Glass

Console/Storage

Overhead Console

CONVENIENCE

Air Conditioning

Intermittent Wipers

Tilt Wheel

Cruise Control

Keyless Entry

Message Center

Steering Wheel Touch Controls

Rear Window Wiper

Telescopic Wheel

RADIO

AM Radio

FM Radio

Stereo

Search/Seek

CD Player

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

SEATS

Cloth Seats

Bucket Seats

Reclining/Lounge Seats

WHEELS

Wheel Covers

PAINT

Clear Coat Paint

OTHER

Fog Lamps

Get live updates at www.carwise.com/e/5aHYDv

Preliminary Estimate

Customer: Iowa Lottery

Job Number:

2015 FORD Transit Connect XLT w/Long Wheelbase/Rear Liftgate 4D VAN 4-2.5L Gasoline Sequential MPI White

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER & GRILLE					
2		O/H front bumper				3.9	
3	<>	Repl Bumper cover primed	DT1Z17D957CB	1	1,082.97	Incl.	3.0
4		Add for Clear Coat					1.2
5		R&I Sight shield				Incl.	
6		Repl RT Insert panel w/fog lamps	DT1Z17B814D	1	26.67		
7	<>	Repl Upper cover	DT1Z17757BB	1	1,463.13	Incl.	2.4
8		Overlap Major Non-Adj. Panel					-0.2
9		Add for Clear Coat					0.4
10		FRONT LAMPS					
11		R&I RT Headlamp assy w/o adaptive lamps				Incl.	
12		R&I RT Repeater lamp				0.1	
13		HOOD					
14	*	Rpr Hood				<u>4.0</u>	2.4
15		Overlap Major Non-Adj. Panel					-0.2
16		Add for Clear Coat					0.4
17		R&I Insulator				0.2	
18		FENDER					
19	*	Rpr RT Fender				<u>2.0</u>	2.2
20		Overlap Major Adj. Panel					-0.4
21		Add for Clear Coat					0.4
22		Repl RT Fender liner w/o adaptive lamps	DT1Z16102A	1	72.15	0.3	
23		R&I RT Upper molding				0.1	
24		WINDSHIELD					
25		R&I RT Washer nozzle w/o heated				0.2	
26		R&I LT Washer nozzle w/o heated				0.2	
27		FRONT DOOR					
28	*	Rpr RT Door shell w/van				<u>6.5</u>	2.2
29		Overlap Major Adj. Panel					-0.4
30	*	Add for Clear Coat					0.4
31		Repl RT Body side mldg black	DT1Z6120878BB	1	135.02	0.2	
32		R&I RT Upper molding				0.2	
33		R&I RT R&I mirror				0.4	
34		R&I RT Run channel				0.2	
35		R&I RT Door glass FORD				0.5	
36		R&I RT Handle, outside black				0.3	
37		R&I RT R&I trim panel				0.5	
38	#	Subl Hazardous waste removal		1	4.00 T		
39	**	Repl A/M Cover Car		1	10.00 T	0.2	
40	**	Repl A/M Corrosion protection		1	5.00 T	0.3	
41	#	Subl Mount & Balance Right Front		1	25.00		

Preliminary Estimate

Customer: Iowa Lottery

Job Number:

2015 FORD Transit Connect XLT w/Long Wheelbase/Rear Liftgate 4D VAN 4-2.5L Gasoline Sequential MPI White

		Wheel						
42	#	Subl	Prescan	1	144.95	T		
43	#	Rpr	Prescan				0.5	M
44	#	Subl	Post scan	1	70.00	T		
45	#	Rpr	Post scan				0.5	M
SUBTOTALS					3,038.89		21.3	13.8

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,804.94
Parts Discount	\$ 2,779.94	-10.0 %	-277.99
Body Labor	20.3 hrs @	\$ 80.00 /hr	1,624.00
Paint Labor	13.8 hrs @	\$ 137.00 /hr	1,890.60
Mechanical Labor	1.0 hrs @	\$ 125.00 /hr	125.00
Miscellaneous			233.95
Subtotal			6,400.50
Grand Total			6,400.50
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			6,400.50

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.

Customer: Iowa Lottery

Job Number:

2015 FORD Transit Connect XLT w/Long Wheelbase/Rear Liftgate 4D VAN 4-2.5L Gasoline Sequential MPI White

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR2MB14, CCC Data Date 09/02/2025, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2024 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. CFC=Carbon Fiber. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. STS=Stainless Steel. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Solutions Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

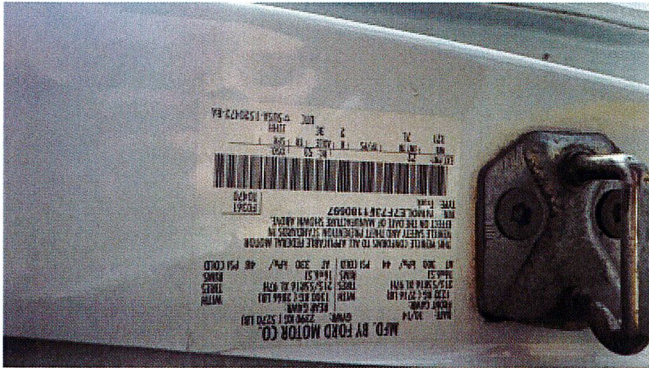
QUALITY AUTO REBUILDERS INC.

2201 7th Ave, Marion, IA 52302

Phone: (319) 377-6326, Fax: (319) 377-8514

Image Report

Owner:	Iowa Lottery	Insurance:	UNKNOWN CLAIMS	Estimator:	Derek Wright	Vehicle Out:	
Job Number:		Claim Number:					
Year:	2015	Color:	White	License Plate:	KNM770	Production Date:	10/2014
Make:	FORD	Body Style:	4D VAN	State:	IA	Mileage In:	116,679
Model:	Transit Connect XL...	Engine:	4-2.5L Gasoline S...	VIN:	NM0LE7F73F1180697	Condition:	



9/8/2025
Comments:



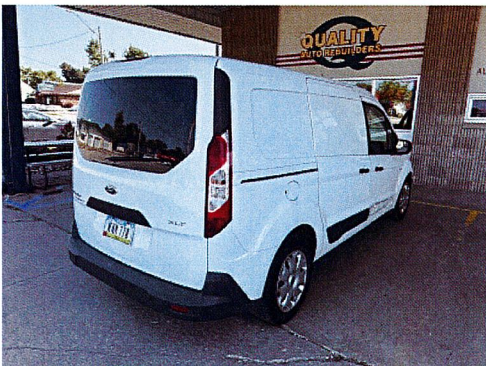
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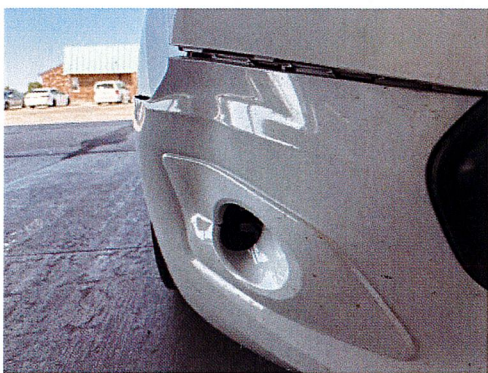
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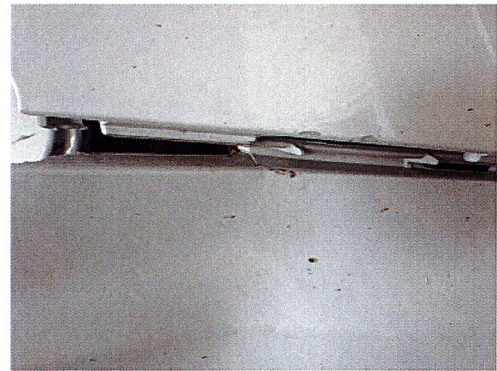
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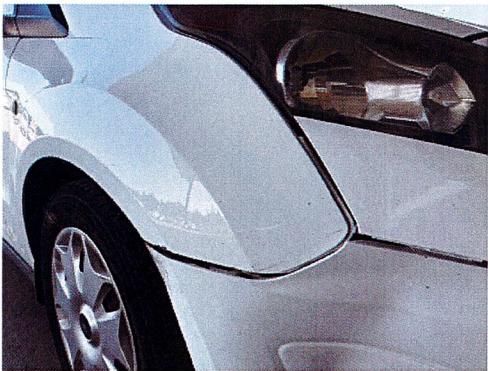
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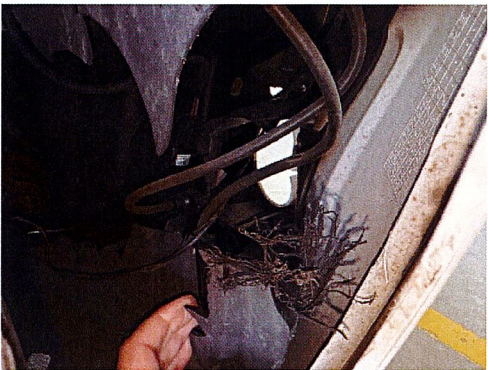
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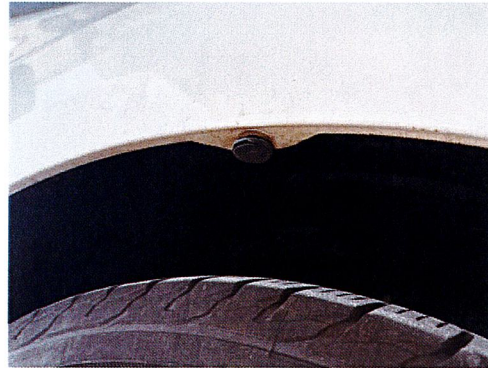
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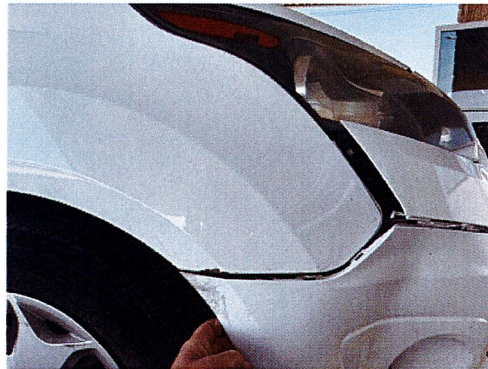
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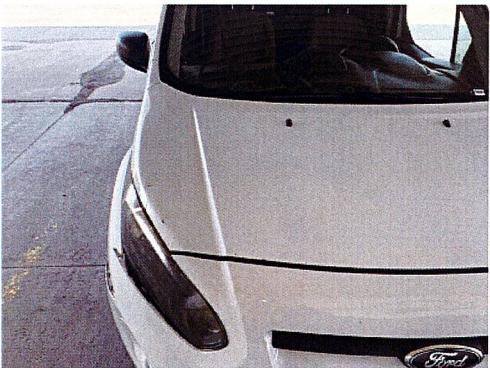
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2201 7th Ave, Marion, IA 52302

Phone: (319) 377-6326, Fax: (319) 377-8514

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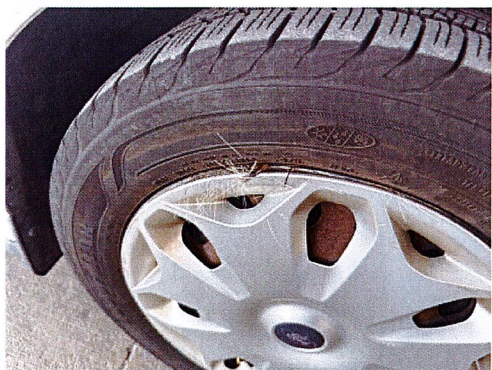
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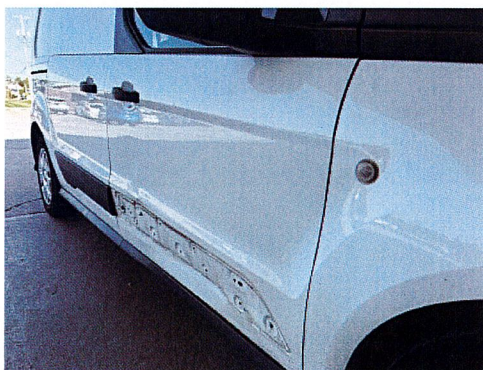
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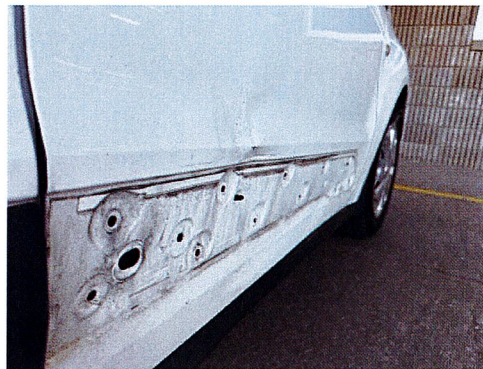
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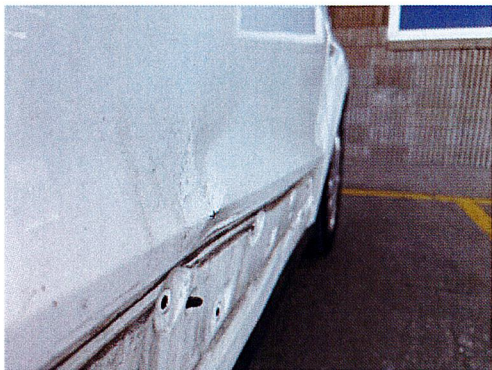
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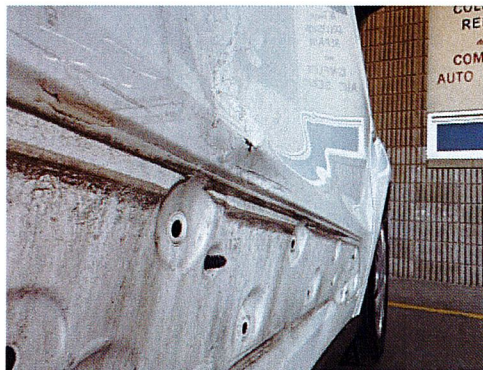
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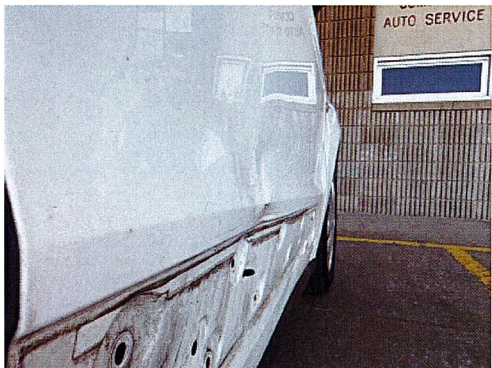
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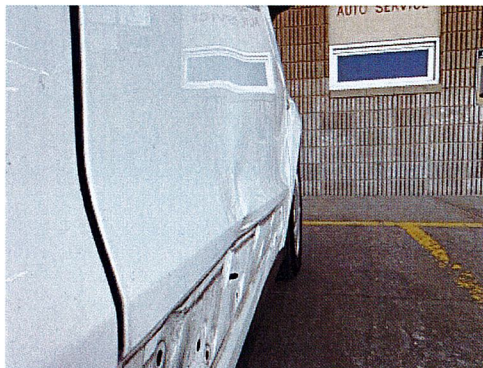
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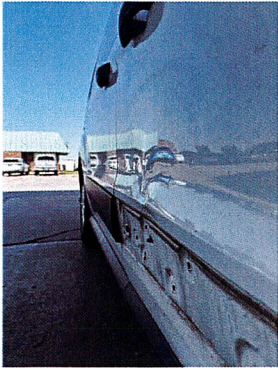
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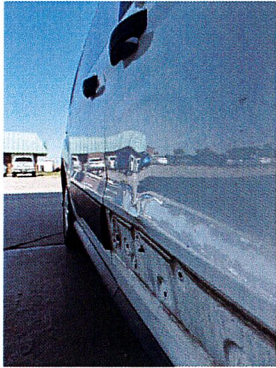
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Comments:

Image Report

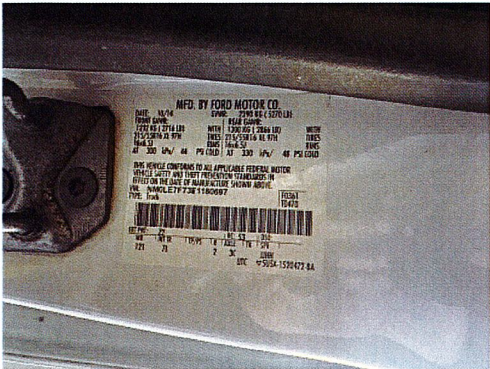
Owner:	Iowa Lottery	Insurance:	UNKNOWN CLAIMS	Estimator:	Derek Wright	Vehicle Out:	
Job Number:		Claim Number:					
Year:	2015	Color:	White	License Plate:	KNM770	Production Date:	10/2014
Make:	FORD	Body Style:	4D VAN	State:	IA	Mileage In:	116,679
Model:	Transit Connect XL...	Engine:	4-2.5L Gasoline S...	VIN:	NM0LE7F73F1180697	Condition:	



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Comments:



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Comments:



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