



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 #1623 on September 2, 2025
Department of Administrative Services
Claim dated September 3, 2025
AOS Claim ID: 4162

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. The Department requested an allocation of \$10,723.67; however, the estimate from the vendor includes sales tax of \$701.55. This amount will be deducted from the Department's request. Therefore, we recommend an Executive Council allocation in the amount of \$10,022.12, 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 3, 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	#1623 / Deer
Event Date	September 2, 2025
Summary	Vehicle 1623- struck a deer (Claim # TBD)
Amount Requested	\$10,723.67 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: FDCF - 1623 - vehicle accident report and photos

1 message

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

Tue, Sep 2, 2025 at 8:41 AM

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 1623 struck a deer on 9/2/2025. 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>

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: **Smith, Keely** <keely.smith2@iowa.gov>

Date: Tue, Sep 2, 2025 at 8:26 AM

Subject: FDCF - 1623 - vehicle accident report and photos

To: DAS Risk <das.risk@iowa.gov>

Please see attached paperwork and photos.

--

Keely Smith**Human Resources Technical Assistant**

Fort Dodge Correctional Facility/North Central Correctional Facility

Iowa Department of Corrections

1550 L Street, Fort Dodge, IA 50501

Phone: 515-705-7232

FAX: 515-574-4750

keely.smith2@iowa.gov<https://doc.iowa.gov/>

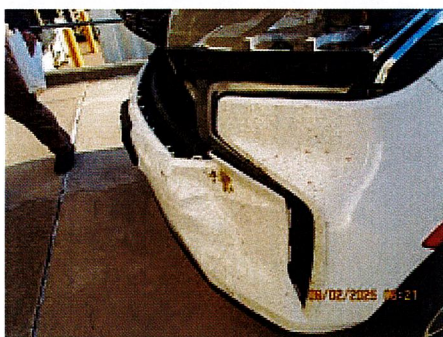


Department of Corrections

7 attachments



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114K



IMG_6318.JPG
137K



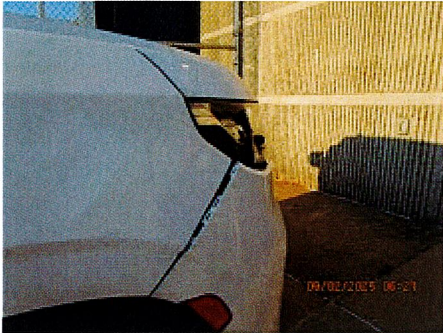
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DOC090225-09022025082400.pdf
1051K



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
9-2-25	6:10 AM	1
County Grundy	State Iowa	

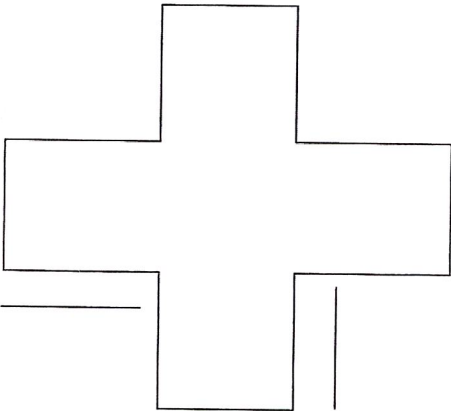
Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Randy Beckley		1550 L Street	
Driver's License No./State		City, State, Zip	
		Fort Dodge, Iowa 50501	
Date of Birth	Department	Work Phone	Home Phone
11-2-1974	Security	574-4700	835-1878
License Plate No.	VIN	Year, Make, Model	
1623		Chery Suburban	
Estimate (\$) of Damage		Description of Damage	
		Front End Damage OBER	

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 <i>Matt Kent</i>	Address/Phone <i>574-4700</i>
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>


Accident Information Exchange Sheet

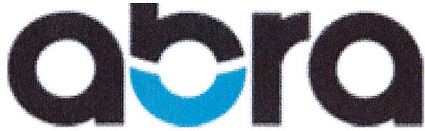
Other Vehicle information

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	
<p>The State of Iowa is self-insured.</p> <p>If you have any questions regarding an accident, please contact DAS Fleet Services at 515-281-3162 or DAS.Risk@iowa.gov</p>	

2723 - 5th Ave. S., Fort Dodge, IA 50501
Phone: (515) 576-5645
FAX: (515) 955-5466

Estimate

RO Number:

Customer:	Insurance:	Adjuster:	Estimator:	Ashley Decker
State of Iowa Corrections	CUSTOMER PAY	Phone:	Create Date:	9/2/2025
		Claim:		
		Loss Date:		
(515) 705-7232		Deductible:		

2024 CHEV Suburban LS 4WD 4D UTV 8-5.3L Gasoline Direct Injection

VIN: 1GNSKBED1RR254715	Interior Color:	Mileage In: 60,118	Vehicle Out:
License:	Exterior Color:	Mileage Out:	
State:	Production Date:	Condition:	Job #:

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labor	Type	Paint
1	E01		FRONT BUMPER & GRILLE						
2	E01	Remove/Replace	O/H bumper assy				3.8T	Body	
3	E01	Remove/Replace	Bumper cover w/park sensors, w/o hands free	1	325.70T	OEM	0.0T	Body	3.3T
4	E01		Add for Clear Coat						1.3T
5	E01	Remove/Replace	Add for park sensor				0.4T	Mech	
6	E01	Remove/Install	Lower cover				0.0T	Body	
7	E01	Remove/Replace	Impact bar	1	662.92T	OEM	0.4T	Body	
8	E01	Remove/Replace	Stiffener	1	250.83T	OEM	0.4T	Body	
9	E01	Remove/Replace	License bracket	1	44.28T	OEM	0.2T	Body	
10	E01	Remove/Replace	Grille assy LS, Commercial	1	739.02T	OEM	0.0T	Body	
11	E01	Remove/Install	Lower grille				0.0T	Body	
12	E01	Remove/Replace	Tow brkt cover	1	32.27T	OEM	0.0T	Body	
13	E01	Remove/Install	Lower molding black				0.0T	Body	
14	E01	Remove/Replace	Emblem gold	1	72.87T	OEM	0.0T	Body	
15	E01	Remove/Replace	Park sensor	1	64.14T	OEM	0.0T	Body	0.2T
16	E01		Add for Clear Coat						0.1T
17	E01	Remove/Replace	Park sensor retainer	1	10.16T	OEM			
18	E01	Remove/Replace	LT Park sensor bracket inner	1	10.24T	OEM			
19	E01	Remove/Replace	Park sensor	1	64.14T	OEM	0.0T	Body	0.2T
20	E01		Add for Clear Coat						0.1T
21	E01	Remove/Replace	Harness w/o surround view	1	151.68T	OEM	0.0T	Body	
22	E01	Remove/Replace	Park sensor retainer	1	10.16T	OEM			
23	E01	Remove/Replace	RT Park sensor bracket inner	1	10.24T	OEM			
24	E01	Remove/Replace	Grille assy retainer	6	55.32T	OEM			
25	E01	Remove/Replace	LT Outer reinf w/park sensors	1	38.05T	OEM	0.0T	Body	
26	E01	Remove/Replace	RT Outer reinf w/park sensors	1	38.05T	OEM	0.0T	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 CHEV Suburban LS 4WD 4D UTV 8-5.3L Gasoline Direct Injection

27	E01		FRONT PANELS						
28	E01	Remove/Replace	Upper shutter Suburban 5.3 & 6.2 liter	1	466.52T	OEM	0.6T	Mech	
29	E01	Remove/Replace	Temp sensor	1	16.42T	OEM	0.1T	Mech	
30	E01	Remove/Replace	Upper shutter lower bracket	1	9.40T	OEM			
31	E01		FRONT LAMPS						
32	E01	Remove/Install	LT Side marker lamp				0.0T	Body	
33	E01	Remove/Install	RT Side marker lamp				0.0T	Body	
34	E01	Remove/Replace	RT Headlamp assy	1	1,267.63T	OEM	0.5T	Body	
35	E01	Remove/Replace	Aim headlamps				0.5T	Body	
36	E01	Remove/Replace	LT Headlamp assy	1	1,267.63T	OEM	0.5T	Body	
37	E01		RADIATOR SUPPORT						
38	E01	Repair	Radiator support w/o fender structure (HSS)				3.0T	Body	0.5T
39	E01	Remove/Replace	LT Side baffle	1	49.48T	OEM	0.2T	Body	
40	E01	Remove/Replace	Upper baffle	1	54.55T	OEM	0.2T	Body	
41	E01	Remove/Replace	LT H'lamp bracket	1	40.72T	OEM	0.3T	Body	0.5T
42	E01		Overlap Minor Panel						(0.2)T
43	E01	Remove/Replace	RT Diagonal brace	1	76.98T	OEM	0.2T	Body	
44	E01	Remove/Replace	Lower baffle	1	55.50T	OEM	0.2T	Body	
45	E01	Remove/Install	RT Side baffle				0.2T	Body	
46	E01	Remove/Replace	RT H'lamp bracket	1	45.00T	OEM	0.3T	Body	0.5T
47	E01		Overlap Minor Panel						(0.2)T
48	E01		COOLING						
49	E01	Remove/Replace	Trans cooler	1	222.95T	OEM	0.5T	Mech	
50	E01	Remove/Replace	Radiator w/enhanced towing	1	173.40T	OEM	0.0T	Body	
51	E01	Remove/Replace	Fan shroud	1	148.07T	OEM	0.0T	Body	
52	E01	Remove/Install	RT Fan & motor w/o enhanced towing				0.0T	Body	
53	E01	Remove/Install	LT Fan & motor w/o enhanced towing				0.0T	Body	
54	E01		AIR CONDITIONER & HEATER						
55	E01	Remove/Replace	Condenser	1	299.75T	OEM	4.0T	Mech	
56	E01	Remove/Replace	AC Service evacuate & recharge				1.7T	Mech	
57	E01	Remove/Replace	AC Service refrigerant recovery				0.4T	Mech	
58	E01		ELECTRICAL						
59	E01	Remove/Replace	Horn	1	53.25T	OEM	0.2T	Mech	
60	E01		VEHICLE DIAGNOSTICS						
61	E01	Repair	Pre-repair scan				0.5T	Mech	
62	E01	Repair	Post-repair scan				0.5T	Mech	
63	E01	Repair	Disconnect Battery				0.5T	Body	
64	E01		Hazardous waste removal	1	5.00T	Other			
65	E01	Remove/Replace	Flex Additive/Adhesion Promoter	1	8.50T	Other			
66	E01	Remove/Replace	Coolant	3	45.00T	OEM			
67	E01	Remove/Replace	freon 1234yf	20	149.60T	Other			
68	E01	Remove/Replace	Transmission Fluid	1	5.00T	A/M			

Estimate Totals

Discount \$

Markup \$

Rate \$

Total Hours

Total \$

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 CHEV Suburban LS 4WD 4D UTV 8-5.3L Gasoline Direct Injection

Parts			6,976.92
Labor, Body	70.00	11.4	798.00
Labor, Refinish	122.00	6.3	768.60
Labor, Mechanical	159.00	8.9	1,415.10
Miscellaneous			63.50
Subtotal			10,022.12
Sales Tax			701.55
Grand Total			10,723.67
Net Total			10,723.67

Estimate Version	Total \$
Original	10,723.67

Insurance Total \$:	0.00
Received from Insurance \$:	0.00
Balance due from Insurance \$:	0.00
Customer Total \$:	10,723.67
Received from Customer \$:	0.00
Balance due from Customer \$:	10,723.67

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