

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

January 9, 2024

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 a supplemental emergency allocation in the amount of \$1,168.61. This brings to total allocation to \$9,940.94. On June 7, 2023, Vehicle #105240 was damaged by a deer. Request was to cover repair costs.

This represents full and final payment and this allocation will be closed.

EXECUTIVE COUNCIL OF IOWA

*Victoria Newton*

Victoria Newton  
Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services  
DAS Fleet Services, Risk  
Matt Bender, Department of Management

AOS Claim # 3570  
TOS Job # 2477



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

December 28, 2023

Victoria Newton  
Executive Council  
LOCAL

Subject: Deer Damage to Vehicle #105240 on June 7, 2023  
Department of Administrative Services  
Claim dated June 20, 2023  
AOS Claim ID: 3570

The Department's request included a supplemental allocation request of \$1,168.61 because additional damages were identified. We recommend Executive Council approval of the supplemental allocation of \$1,168.61, which increases the allocation to \$9,940.94. In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to this loss. We have found the items to be in order as shown below:

Documented request		\$	<u>9,940.94</u>
Executive Council allocation (Revised)		\$	9,940.94
Less:			
Previous payments	\$	0.00	
This payment		<u>9,940.94</u>	
Total		\$	<u>9,940.94</u>
Remaining Executive Council allocation		\$	<u>0.00</u>

We recommend that reimbursement be made in the amount of \$9,940.94. This represents full and final payment on this allocation.

Sincerely,

Ernest H. Ruben, Jr., CPA  
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services  
Mariah Fucaloro, Fleet Services Manager, Department of Administrative Services



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 Fucaloro, Fleet Manager  
DAS Fleet Services  
Department of Administrative Services

**Re: REIMBURSEMENT REQUEST - 29C20 Claim**

Claim #	3570
Vehicle / Event	105240/Deer
Event Date	June 7, 2023
Summary	Vehicle 105240 struck a deer. (258271)
Amount Requested	<b>\$9,940.94 - Total</b>

The Department of Administrative Services, Central Procurement Fleet Services Enterprise, has paid all vendors to date. We are seeking an allocation for those funds under 29C20 Contingency Fund – Disaster Aid. Please deposit into the following account: **0665-005-5790-0657**.

If you have any questions or need 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

Warrants

[Menu](#)

Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓ 2024	86021196	1	\$2,336.00	09/27/2023	10/02/2023	00003068762
2024	86021196	2	\$225.00	09/27/2023	10/02/2023	00003068762
2024	86021196	3	\$3,067.20	09/27/2023	10/02/2023	00003068762
2024	86021196	4	\$4,312.74	09/27/2023	10/02/2023	00003068762

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▼Warrant Information

Fiscal Year : 2024 Amount : \$9,940.94  
Warrant Number : 86021196 Vendor Customer : 00003068762  
Line Number : 1 Last Updated : 10/2/23

▼Issue Information

Issued : 09/27/2023 Void :   
Document ID : RISK00524251002 Duplicate :   
Document Line Number : 1 Stop :   
Line Amount : \$2,336.00  
Comments :

▼Redeemed Information

Redeemed : 10/02/2023 Batch Number : 0992  
Redeemed Bank : 0022 Sequence Number : 00007  
Redeemed Fund : 0665  
Redeemed Department : 005

▼Fund Accounting

Fund : 0665 Object : 2715 Dept Object :  
Sub Fund : Sub Object : Dept Revenue :  
Department : 005 Object Class :  
Unit : 5790 Revenue Source :  
Sub Unit : Sub Revenue Source :  
Appropriation : 0000 Revenue Source Class :  
BSA :  
Sub BSA :

▼Detail Accounting

Location : Reporting : Major Program :  
Sub Location : Sub Reporting : Program :  
Activity : Task : Phase :  
Sub Activity : Sub Task : Program Period :  
Function : Task Order :  
Sub Function :

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# AUTO TECH INC

autotechinc@windstream.net  
 2015 20th Ave SE, Dyersville, IA 52040  
 Phone: (563) 875-2748  
 FAX: (563) 875-2889

Workfile ID: 11c3ada7  
 PartsShare: 7pjtyB  
 Federal ID: 35-2432379

## Final Bill

### RO Number: 3663

Customer:	Insurance:	Adjuster:	Estimator:	Levi Benn
State of Iowa	SELF PAY	Phone: (877) 237-3727 Business	Create Date:	6/8/2023
PO Box 9207		Claim: APDSOI0258271-00 1		
Des Moines, IA 50306		Loss Date:		
(877) 544-7843 x5925		Deductible:		

2022 FORD Escape S AWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

VIN: 1FMCU9F60NUB53412	Interior Color:	Mileage In: 5,125	Vehicle Out: 8/30/2023
License:	Exterior Color:	Mileage Out:	
State: IA	Production Date:	Condition:	Job #:

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labor	Type	Paint
1	E01		<b>FRONT BUMPER &amp; GRILLE</b>						
2	E01	Remove/Install	R&I bumper cover				1.6	Body	
3	E01		<b>FRONT LAMPS</b>						
4	E01	Remove/Install	RT R&I headlamp assy				0.2	Body	
5	E01		<b>HOOD</b>						
6	E01	Repair	Hood				1.0	Body	2.8
7	S01		Add for Clear Coat						1.1
8	E01	Remove/Install	R&I hood assy				0.6	Body	
9	E01		<b>FENDER</b>						
10	S01	Remove/Replace	RT Fender	1	201.55	OEM	2.2	Body	2.2
11	S01		Overlap Major Adj. Panel						(0.4)
12	S01		Add for Clear Coat						0.4
13	S01		Add for Edging						0.5
14	S01		Add for Clear Coat						0.1
15	E01	Remove/Install	RT Wheel opng mldg black				0.0	Body	
16	E01	Remove/Install	RT Fender liner				0.0	Body	
17	S01	Remove/Replace	Molding Extension,Right	1	18.23	Other	0.1	Body	
18	E01		<b>FRONT SUSPENSION</b>						
19	E01	Remove/Replace	Wheel alignment align four wheels			OEM	2.0	Mech	
20	E01		<b>WINDSHIELD</b>						
21	E01	Remove/Install	Windshield FORD, w/o auto wiper w/o htd park area						
22	S01	Sublet	Remove & Save Windshield	1	105.00	Other			

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

**Final Bill**

**RO Number: 3663**

2022 FORD Escape S AWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

23	S01		Reinstall Windshield	1	95.00	Other		
24	S01	Remove/Replace	Urethane Kit	1	42.85	Other		
25	E01		<b>ROOF</b>					
26	E01	Remove/Install	RT Roof molding				0.4	Body
27	E01		<b>PILLARS, ROCKER &amp; FLOOR</b>					
28	E01	Repair	RT Aperture panel				6.0	Body 4.2
29	E01		Overlap Major Adj. Panel					(0.4)
30	S01		Add for Clear Coat					0.8
31	E01	Refinish	Feather Edge Prime and Block					1.8
32	E01	Remove/Install	RT Rocker molding				0.5	Body
33	E01	Remove/Install	RT Front sill plate				0.4	Body
34	E01	Remove/Install	RT Lwr ctr plr trim				0.5	Body
35	E01	Remove/Install	RT Rear sill plate				0.3	Body
36	E01		<b>FRONT DOOR</b>					
37	E01	Remove/Replace	RT Door shell (HSS)	1	719.10	OEM	5.8	Body 3.2
38	E01		Overlap Major Adj. Panel					(0.4)
39	S01		Add for Clear Coat					0.6
40	E01	Remove/Replace	Seam Seal New Door	1	25.00	Other	1.0	Body
41	E01	Remove/Replace	RT Mirror assy	1	757.95	OEM	0.0	Body
42	E01	Remove/Replace	RT Belt molding black	1	88.33	OEM	0.0	Body
43	E01	Remove/Replace	RT Mirror cover	1	134.10	OEM	0.0	Body 0.4
44	E01		Overlap Minor Panel					(0.2)
45	S01		Add for Clear Coat					0.1
46	E01	Remove/Replace	RT Door glass FORD w/o laminated	1	318.22	Glass	0.0	Body
47	E01	Remove/Install	RT W'strip on body				0.3	Body
48	E01	Remove/Install	RT Striker				0.2	Body
49	S01	Remove/Replace	RT Side molding	1	126.62	OEM	0.3	Body
50	S01	Remove/Replace	RT Applique retainer	4	15.00	OEM		
51	E01		<b>REAR DOOR</b>					
52	E01	Remove/Replace	RT Door shell (HSS)	1	599.10	OEM	5.0	Body 3.1
53	E01		Overlap Major Adj. Panel					(0.4)
54	S01		Add for Clear Coat					0.5
55	E01		Seam Seal New Door	1	25.00	Other	1.0	Body
56	E01	Remove/Replace	RT Belt molding black	1	84.23	OEM	0.0	Body
57	E01	Remove/Install	RT W'strip on body				0.4	Body
58	E01	Remove/Install	RT Striker				0.2	Body
59	S01	Remove/Replace	RT Side molding	1	98.43	OEM	0.3	Body
60	S01	Remove/Replace	RT Handle, outside black	1	42.03	OEM	0.0	Body
61	S01	Remove/Replace	RT Cap	1	14.25	OEM	0.3	Body
62	S01	Remove/Replace	RT Applique retainer	4	15.00	OEM		
63	E01		<b>QUARTER PANEL</b>					
64	E01	Repair	RT Quarter pnl assy				5.0	Body 2.7

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**Final Bill**

**RO Number: 3663**

2022 FORD Escape S AWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

65	E01		Overlap Major Adj. Panel						(0.4)
66	S01		Add for Clear Coat						0.5
67	E01		Clear Coat						2.5
68	E01	Refinish	Feather Edge Prime and Block						1.5
69	E01	Remove/Install	RT Wheelhouse liner					0.3	Body
70	E01	Remove/Replace	RT Qtr glass FORD green tint	1	419.55	Glass			
71	S01	Sublet	Remove RT Qtr Glass	1	95.00	Other			
72	S01		Install RT Qtr Glass	1	95.00	Other			
73	S01	Remove/Replace	Urethane Kit	1	42.85	Other			
74	E01	Remove/Install	RT Lower qtr trim w/o woofer					0.5	Body
75	E01	Remove/Install	RT Upper trim w/package tray					0.3	Body
76	S01	Remove/Replace	RT Wheel opng mldg	1	117.35	OEM		0.3	Body
77	E01		<b>REAR LAMPS</b>						
78	E01	Remove/Install	RT Tail lamp assy					0.3	Body
79	E01		<b>REAR BUMPER</b>						
80	E01	Remove/Install	RT Side extn w/o auto park					0.4	Body
81	E01		<b>VEHICLE DIAGNOSTICS</b>						
82	E01		Scan - Pre-Repair Diagnostic					0.5	Diag
83	E01		Scan - Post-Repair Code Reset					0.5	Diag
84	E01		<b>MISCELLANEOUS OPERATIONS</b>						
85	E01		Cover Car for Paint	1	5.00	Other		0.2	Body
86	E01		Cover Car for Primer	1	5.00	Other		0.2	Body
87	E01		Color Sand & Buff					0.3	Body
88	E01		Corrosion Protection Primer	1	5.00	Other		0.1	Body
89	E01	Sublet	Hazardous Waste Removal	1	3.00	Other			
90	E01		Additional Clear Coat						1.6

<b>Estimate Totals</b>	<b>Discount \$</b>	<b>Markup \$</b>	<b>Rate \$</b>	<b>Total Hours</b>	<b>Total \$</b>
Parts					4,109.74
Sublet/Miscellaneous					203.00
Labor, Body			64.00	36.5	2,336.00
Labor, Diagnostic			75.00	1.0	75.00
Labor, Refinish			108.00	28.4	3,067.20
Labor, Mechanical			75.00	2.0	150.00
<b>Subtotal</b>					<b>9,940.94</b>
Sales Tax					0.00
<b>Grand Total</b>					<b>9,940.94</b>
<b>Net Total</b>					<b>9,940.94</b>

<b>Estimate Version</b>	<b>Total \$</b>
Original	8,772.33

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

**Final Bill**

**RO Number: 3663**

2022 FORD Escape S AWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

Supplement S01	1,168.61
Insurance Total \$:	0.00
Received from Insurance \$:	0.00
Balance due from Insurance \$:	0.00
Customer Total \$:	9,940.94
Received from Customer \$:	0.00
Balance due from Customer \$:	9,940.94

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





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

September 25, 2023

Victoria Newton  
Executive Council  
L O C A L

Subject: Deer Damage to Vehicle #105240 on June 7, 2023  
Department of Administrative Services  
Claim dated June 20, 2023  
AOS Claim ID: 3570

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 \$8,772.33, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in cursive script, 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