

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 12th 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 \$4,583.05, subject to audit of actual invoices. On October 13, 2023, Vehicle #117271 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
Matt Bender, Department of Management

AOS Claim # 3621
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

December 4, 2023

Victoria Newton
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #117271 on October 13, 2023
Department of Administrative Services
Claim dated October 26, 2023
AOS Claim ID: 3621

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 \$4,583.05, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ernest H. Ruben, Jr." with a stylized flourish at the end.

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
Joel Lunde, Department of Management



Governor Kim Reynolds
Lt. Governor Adam Gregg
Adam Steen, Director

Date: October 26, 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	#117271/Deer
Event Date	October 13, 2023
Summary	Vehicle 117271 struck a deer. (268258)
Amount Requested	\$4,583.05 - 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
515-414-6582



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

Fwd: Scanned image from Iowa School for the Deaf
1 message

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

Tue, Oct 17, 2023 at 9:56 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 **117271** struck a deer on 10/13/23. 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>

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

From: **Hansen, Butch [TRAN]** <butchh@iastate.edu>

Date: Fri, Oct 13, 2023 at 6:02 PM

Subject: RE: Scanned image from Iowa School for the Deaf

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

Cc: Mariah Fucaloro <mariah.flowers@iowa.gov>, Elizabeth Gates <liz.gates@iaedb.org>, Mark Huss <mark.huss@iaedb.org>

Good evening – I just received a phone call at 5:47 PM from one of your drivers... she drives vehicle #117271 which is a 2020 Chevrolet Malibu,

VIN: 1G1ZC5ST9LF076930. She hit a deer just a bit ago. She informed me that she is ok, and thinks the car is drivable. I instructed her to call the Benton County Sherriff to have them come out to inspect the situation and to obtain an accident report. I will forward more information once I receive it.

Butch Hansen

Butch Hansen

Senior Manager

Transportation Services

919 Haber Road

Ames, IA 50011-3106

515-294-7552

Fax 515-294-4838

butchh@iastate.edu

From: karl.bubser@iowa.gov <karl.bubser@iowa.gov> **On Behalf Of** Risk, DAS
Sent: Friday, October 13, 2023 12:31 PM
To: Hansen, Butch [TRAN] <butchh@iastate.edu>
Cc: Mariah Fucaloro <mariah.flowers@iowa.gov>; Elizabeth Gates <liz.gates@iaedb.org>
Subject: Re: Scanned image from Iowa School for the Deaf

Sounds good I'll include you in the communications as well as Liz.

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

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Das.Risk@iowa.gov

<https://das.iowa.gov>

On Fri, Oct 13, 2023 at 12:04 PM Hansen, Butch [TRAN] <butchh@iastate.edu> wrote:

You bring up a very good point...I am going to include Liz Gates on this e-mail chain so you can provide her the information of how you will receive accident reports. Liz was always my point of contact and was phenomenal at communicating all incidents to me. I will need to be kept in the loop as well so that I may get these logged into our vehicle history. We disclose everything at time of disposal so it will be imperative to have all repair information. I am confident that this will become an easy process once we all have the moving parts figured out.

-butch

From: karl.bubser@iowa.gov <karl.bubser@iowa.gov> **On Behalf Of** Risk, DAS
Sent: Friday, October 13, 2023 11:21 AM
To: Hansen, Butch [TRAN] <butchh@iastate.edu>
Cc: Mariah Fucaloro <mariah.flowers@iowa.gov>
Subject: Re: Scanned image from Iowa School for the Deaf

It's also important we get some kind of notification of the accident within 24 hours so we can start our process. It doesn't need to be much, just a vehicle number and short accident description.

Let me know if you need anything else.

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
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Das.Risk@iowa.gov
<https://das.iowa.gov>

On Fri, Oct 13, 2023 at 11:08 AM Hansen, Butch [TRAN] <butchh@iastate.edu> wrote:

Karl –

Thank you very much – I have a much clearer understanding now. Have a great weekend.

Butch Hansen

Butch Hansen

Senior Manager

Transportation Services

919 Haber Road

Ames, IA 50011-3106

515-294-7552

Fax 515-294-4838

butchh@iastate.edu

From: karl.bubser@iowa.gov <karl.bubser@iowa.gov> **On Behalf Of** Risk, DAS

Sent: Friday, October 13, 2023 8:06 AM

To: Hansen, Butch [TRAN] <butchh@iastate.edu>; Mariah Fucaloro <mariah.flowers@iowa.gov>

Subject: Re: Scanned image from Iowa School for the Deaf

Hello Butch,

We have received all the information we need. For our claims, we only need one estimate from one of our approved vendors. Also, we do desk appraisals of the claims so an adjuster won't be sent. Once the estimate is approved I'll send an authorization to begin repairs. Usually the process takes less than a week. Normally our drivers use a fleet vehicle if they need a car while their vehicle is being repaired but we also have agreements with Hertz and Enterprise.

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>

On Thu, Oct 12, 2023 at 7:17 PM Hansen, Butch [TRAN] <butchh@iastate.edu> wrote:

Good evening Liz & Scott,

The decision on where the repairs will be made fall on the DOE, as the DOE now have your own Insurance policy. I do not know if they will be sending out an adjuster or going off low bid as we typically did. I simply want to be kept in the loop on the first few incidents so I too can get an understanding of how these claims are going to work. I strongly suggest inquiring about your new rental agreement while your vehicle is being repaired. Most companies have contracts with Enterprise or Hertz. I am not sure this particular claim needs a vehicle to use while it is in for repairs, however I am quite certain there will be instances that are going to require a rental if your vehicle is un-drivable or in a shop for repairs. Keep me posted...I appreciate it very much.

-butch

From: Scott Mauch <scott.mauch@iaedb.org>

Sent: Thursday, October 12, 2023 11:04 AM

To: Hansen, Butch [TRAN] <butchh@iastate.edu>; Elizabeth Gates <liz.gates@iaedb.org>; Jon Buesch <jon.buesch@iaedb.org>; James Finn <jim.finn@iaedb.org>; das.risk@iowa.gov

Subject: Fwd: Scanned image from Iowa School for the Deaf

The attached document are estimates to repair van 17, plate #8181. All Makes is low bid at \$1944.10. Edwards is \$2,812.13. Please let me know if we can move forward and take the van to All Makes. thanks

Attached file is scanned image in PDF format.

Use Acrobat(R)Reader(R) or Adobe(R)Reader(R) of Adobe Systems Incorporated to view the document.

Adobe(R)Reader(R) can be downloaded from the following URL:

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29c20

117271

Estimate

QUALITY AUTO REBUILDERS INC.

2201 7th Ave, Marion, IA 52302

Phone: (319) 377-6326

FAX: (319) 377-8514

Workfile ID: 745f33e0

PartsShare: 7CcTPq

Federal ID: 42-0930083

State ID: 5716506

Preliminary Estimate

Customer: State of Iowa

Job Number:

Written By: Derek Wright

Insured: State of Iowa

Policy #:

Claim #:

Type of Loss:

Date of Loss:

Days to Repair: 0

Point of Impact: 12 Front

Owner:

State of Iowa

(531) 205-5360 Business

Inspection Location:

QUALITY AUTO REBUILDERS INC.

2201 7th Ave

Marion, IA 52302

Repair Facility

(319) 377-6326 Business

Insurance Company:

VEHICLE

2020 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection Silver

VIN: 1G1ZC5ST9LF076930

Interior Color:

Mileage In: 32,081

Vehicle Out:

License: 117271

Exterior Color: Silver

Mileage Out:

State: IA

Production Date: 12/2019

Condition:

Job #:

TRANSMISSION

Automatic Transmission

POWER

Power Brakes

Power Windows

Power Locks

Power Mirrors

DECOR

Dual Mirrors

CONVENIENCE

Air Conditioning

Tilt Wheel

Cruise Control

Rear Defogger

Keyless Entry

Alarm

Message Center

Steering Wheel Touch Controls

Telescopic Wheel

Backup Camera

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

Communications System

Hands Free Device

SEATS

Cloth Seats

Bucket Seats

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

OTHER

Traction Control

Stability Control

Get live updates at www.carwise.com/e/4CKwVR

Preliminary Estimate

Customer: State of Iowa

Job Number:

2020 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection Silver

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER & GRILLE					
2		O/H front bumper				3.5	
3	<>	Repl Bumper cover w/o auto park	84543709	1	652.13	Incl.	3.3
4		Add for Clear Coat					1.3
5		Add for d/time r/lamp				0.3	
6	Repl	Grille surround w/o adaptive cruise	84473292	1	498.60	Incl.	
7	Repl	Upper grille w/o adaptive cruise	84565840	1	153.72	Incl.	
8	Repl	Lower grille w/chrome w/o adaptive cruise	84473373	1	497.30	Incl.	
9	Repl	Lock support	23328042	1	28.57	0.4	
10	R&I	Impact bar				0.6	
		Note: LABOR: Time is after bumper cover is removed. Time is not included with overhaul.					
11	Repl	Emblem gold	23125928	1	56.35	Incl.	
12		FRONT LAMPS					
13	R&I	RT Headlamp assy				0.3	
14		AIR CONDITIONER & HEATER					
15	**	Repl A/M Condenser	84297681	1	167.63 m	0.8	
		Note: LABOR: Time is after impact bar is removed.					
16		AC Service evacuate & recharge			m	1.4 M	
17		AC Service refrigerant recovery			m	0.4 M	
18		HOOD					
19	*	Rpr Hood				2.5	2.8
20		Overlap Major Non-Adj. Panel					-0.2
21		Add for Clear Coat					0.5
22		FENDER					
23	Blnd	RT Fender					1.0
24	R&I	RT Fender liner w/o ext fuel pkg				0.4	
25	#	Subl Hazardous waste removal		1	4.00 T		
26	**	Repl A/M Cover Car		1	10.00 T	0.2	
27	#	Refn Color tint / color match					0.5
28	**	Repl A/M Corrosion protection		1	5.00 T	0.3	
29	#	Rpr De-nib and Polish					0.2
30	#	Subl Prescan		1	119.95 T		
31	#	Rpr Prescan				0.5 M	
32	#	Subl Post scan		1	50.00 T		
33	#	Rpr Post scan				0.5 M	
SUBTOTALS					2,243.25	12.1	9.4

Preliminary Estimate

Customer: State of Iowa

Job Number:

2020 CHEV Malibu LS (Fleet) 4D SED 4-1.5L Turbocharged Gasoline Direct Injection Silver

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,054.30
Body Labor	9.3 hrs @	\$ 80.00 /hr	744.00
Paint Labor	9.4 hrs @	\$ 0.00 /hr	0.00
Mechanical Labor	2.8 hrs @	\$ 110.00 /hr	308.00
Paint Supplies	9.4 hrs @	\$ 137.00 /hr	1,287.80
Miscellaneous			188.95
Subtotal			4,583.05
Grand Total			4,583.05
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			4,583.05

MyPriceLink Estimate ID / Quote ID:

1144364295090348032 / 130573441

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