



Iowa Department of Administrative Services
Central Procurement and Fleet Services Enterprise
FLEET SERVICES NEWSBRAKE

4/17/2018

To: State of Iowa Fleet Contacts
Re: April NewsBrake

Welcome to the first issue of *Fleet Services NewsBrake*, a news bulletin for State of Iowa employees from the Department of Administrative Services - Central Procurement and Fleet Services Enterprise. This monthly bulletin will replace the *Fleet News Quarterly*, and will include a few important announcements, updates, and reminders regarding State of Iowa vehicles. We hope you enjoy your *NewsBrake*!

New Towing Contract

DAS Fleet Services has a new contract with Hanifen Towing for statewide towing available 24/7. Perry's Service & Towing is also available for towing in the Des Moines metro area. Contracts with Hanifen Towing and Perry's Service are both active and available for use. The NAC FleetRescue (yellow card) will be phased out in the coming months, completely expiring on June 30, 2018.

- For towing arrangements, contact DAS Fleet Services: 515-281-3162
- If DAS Fleet Services is unavailable or after-hours (see hours below) service is needed, contact the vendors directly:
 - Hanifen Towing (statewide services available 24/7), 800-383-3205
 - Perry's Service & Towing (Des Moines metro only), 515-243-9273

Be prepared to provide the following information:

- Employee Name and Contact Number (reference being a State of Iowa employee)
- Vehicle Number, Description and Location
- Towing Destination

If you need assistance locating a towing destination, contact DAS Fleet Services or refer to the [Approved Vehicle Vendors Map](#) and services provided.

Vehicle Maintenance and Fleet Services Website Update

Maintenance Schedules are now available on the [Maintenance & Service page](#) on the DAS Fleet Services website through Google Chrome. Maintenance Schedules are the manufacturer's recommendations on services that should be completed on vehicles throughout their life based on age and/or mileage. Failure to follow maintenance schedules may result in voided warranties. Maintenance schedules will be replacing preventative maintenance inspection (PMI) guidelines to better comply with manufacturer recommendations.

Locate contracted maintenance vendors by exploring the [Approved Vehicle Vendors Map](#). Vendors for contracted maintenance, auto body repair, and glass repair can be found by service type and location. Maps are also available for [Contracted Tire Vendors](#) and [WEX-Accepting E85 Fueling Stations](#). All maps are maintained and updated as contracts may change. Explore the [Map User Guide](#) to find out more about how to use the maps available regarding vehicles.

Defensive Driving Courses

Each state driver who is assigned a state vehicle or who drives a State or private vehicle on State business at least 5,000 miles per year shall attend a defensive driving course every three years.

Additionally, the Defensive Driving Course is required for vehicle operation incidents, including, but not limited to: causing an automobile accident, and/or having been issued traffic citations in a State vehicle. A complete list of qualifying incidents can be found in Iowa Administrative Rules [11 IAC 103.12](#). If you have any questions, please contact Fleet Services.

The Defensive Driving Course is provided by the Department of Public Safety (DPS). Dates and locations of upcoming classes are listed below or can be found [online](#). All classes are scheduled from 8:30 AM to 12:30 PM. When registering for the class, please provide your driver's license number and agency accounting code. For registration or more information, contact [DPS Lt. Regina Clemens](#), 515-725-6099.

- May 3, 2018 Iowa State Patrol, District 8 office, Mason City
- May 24, 2018 Iowa State Patrol, District 8 office, Mason City
- August 7, 2018 Iowa State Patrol, District 5 office, Cherokee
- August 8, 2018 Iowa State Patrol, District 1 office, Des Moines
- August 22, 2018 Iowa State Patrol, District 11 office, Cedar Rapids
- September 13, 2018 Iowa State Patrol, District 1 office, Des Moines **(FULL)**
- September 20, 2018 Iowa State Patrol, District 1 office, Des Moines **(FULL)**
- October 10, 2018 Iowa State Patrol, District 3 office, Council Bluffs
- October 11, 2018 Iowa State Patrol, District 1 office, Des Moines
- October 25, 2018 Iowa State Patrol, District 1 office, Des Moines
- November 20, 2018 Iowa State Patrol, District 1 office, Des Moines

DAS Fleet Services, 109 SE 13th St., Des Moines, Iowa 50319
HOURS: Monday: 6:00 am - 4:30 pm • Tuesday - Friday: 7:00 am - 4:30 pm
CONTACT: Customer Service: 515-281-3162 • After Hours: 515-897-8728
Risk Management: das.risk@iowa.gov • Fleet Motor Pool: motorpool@iowa.gov
For more information: <https://das.iowa.gov/procurement/fleet-services>