

BUREAU of INVESTIGATIVE SERVICES
ORGANIZED CRIME DIVISION

103037

13 July 2010

TO: James O'Grady
Acting Chief
Organized Crime Division

ATTN: Maryet Hall
Acting Commanding Officer
Administration-OCD

FROM: Sgt. Mark Richards #830
Acting Commanding Officer
Asset Forfeiture Unit

14 JUL '10 AM 10:47

SUBJECT: Enterprise Payment - Monthly Vehicle Lease
June/July 2010

Reference: Approved Request #03-191-003, City Contract # T-26483,
Funding: 191-57-1005-9000-0157

1. The undersigned is requesting that the attached invoice, from Enterprise Fleet Services, Invoice [REDACTED], dated 03 June 2010 in the amount of \$129,847.62 be paid from 1505 funds. This invoice is for the base lease payments, insurance, and maintenance fees.

Note: The original invoice requested \$129,858.12, however a maintenance fee listed on line #60, was over billed \$10.50 in error.

2. The undersigned is requesting that the attached Invoice, from Enterprise Fleet Services, Invoice [REDACTED], dated 03 June 2010 in the amount of \$2,745.77 be paid from 1505 funds. This invoice is for supplemental maintenance in excess of that which is covered by the contract, and license and registration fees.

Note: The original Invoice requested \$1,607.08, however two Credit Memos totaling \$1,176.39 were issued in error. appear on lines 1 & 2. We were incorrectly billed \$27.20 sales tax, as we are an exempt unit of government. These appear on lines 3 & 28. A monthly lease adjustment of \$10.50, on line 139 was billed in error.

3. Reconciled invoices payable: \$129,847.62
2,745.77

Total Due:

\$132,593.39

Check #: 14961
For \$: 132,593.39
Date: 27 JUL 10
Signature: [REDACTED]