BUREAU OF INVESTIGATIVE SERVICES
ORGANIZED CRIME DIVISION
Asset Forfeiture Unit

19 August 2010

(handwritten: 19 Aug 006)

TO: Nicholas J. Roti
         Chief
         Organized Crime Division

25 AUG '10 PM 3:50

         ATTN: Maryet Hall
               Acting Commanding Officer
               Administration-OCD

1 SEP '10 PM 12:24

FROM: Lt. Melissa A. Staples #419
         Commanding Officer
         Asset Forfeiture Unit

SUBJECT: Enterprise Payment - Monthly Vehicle Lease
         July/Aug 2010 Amended

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, ██████████████
dated 03 July 2010 in the amount of $127,088.80 be paid from 1505
funds. This invoice is for the base lease payments, insurance,
and maintenance fees.
Note: The original invoice requested $127,856.74, however a
maintenance fee listed on line #57 was over billed $10.50 in
error, a maintenance fee on line #72 was over billed $0.58 in
error, and a maintenance fee on line #190 was over billed $756.86
in error.

        2. The undersigned is requesting that the attached
Invoice, from Enterprise Fleet Services, ██████████████
dated 03 July 2010 in the amount of $7,424.29 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 $8,509.87, however an
insurance deductible on line #1 was over billed $13.89, an
insurance deductible on line #80 was over billed $16.67, a
insurance deductible on line #183 was over billed $297.58
maintenance fee on line #187 was over billed $0.58, and a
lease adjustment of $756.86 on line #427 was billed in er

        3. The undersigned is requesting that the atta
Credit Invoice, from Enterprise Fleet Services, ██████
██████, dated 03 June 2010 in the amount of ($19,366.
applied to monthly Rental/Maintenance Invoices listed her
The following summary is the amount of credit accountable
Unit, which had the affected vehicles assigned for their