

BUREAU of INVESTIGATIVE SERVICES  
ORGANIZED CRIME DIVISION

01 June 2010

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10 Jun 057

TO: Ernest T. Brown  
Chief  
Organized Crime Division

ATTN: Brian Daly  
Commanding Officer  
Administration-OCD

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

SUBJECT: Enterprise Payment - Monthly Vehicle Lease  
May/June 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 05 May 2010 in the amount of \$213,544.94 be paid from 1505 funds. This invoice is for the base lease payments, insurance, and maintenance fees.

**Note:** The original invoice requested \$213,550.18, however a prorated charge of \$5.24 which was waived by Enterprise, was listed on Line #17 in error.

2. The undersigned is requesting that the attached Invoice, from Enterprise Fleet Services, Invoice [REDACTED] dated 05 May 2010 in the amount of \$29,216.00 be paid from 1505 funds. This invoice is for title and licensing fees of the newly acquired vehicles.

**Note:** The original Invoice requested \$29,221.24, however a prorated charge of \$5.24 which was waived by Enterprise, was listed on Line #6 in error.

3. The undersigned is requesting that the attached invoice, from Enterprise Fleet Services, Invoice [REDACTED] dated 05 May 2010 in the amount of \$18,653.74 be paid from 1505 funds. This invoice is for the base lease payments, insurance, and maintenance fees.

**Note:** The original invoice requested \$19,212.12, however a charge of \$558.38 listed on Line #33 was billed in error. The listed

RECEIVED:

Check #:

14894  
251654.28  
23 Jun 2010

16 JUN 10 AM 7:41