

BUREAU OF INVESTIGATIVE SERVICES
ORGANIZED CRIME DIVISION
ASSET FORFEITURE UNIT

11 Jan 8
17 January 2011

TO: Nicholas J. Roti
Chief
Organized Crime Division

ATTN: Brian Daly
Commanding Officer
Administration-OCD

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

SUBJECT: ENTERPRISE LEASED VEHICLES - FEBRUARY 2011

1. The undersigned is requesting the payment, from 1505 Funds (Drugs) and 1505 (ML), of the following attached Enterprise Fleet Services invoices totaling: \$129,615.73

2. Invoice [REDACTED] dated 05 January 2011 for the base lease, insurance, and maintenance fees in February 2011 totaling: \$126,542.61

3. Invoice [REDACTED] dated 05 January 2011 for the supplemental maintenance in excess of that which is covered by the contract, & license & reg. Fees in December 2010 totaling: \$3,073.12

Note: The original invoice requested \$3,103.71, however sales taxes were charged on line # 13 in the amount of \$9.50, and on line # 24 in the amount of \$21.09. As the City is tax exempt, a credit total of \$30.59 was applied.

4. The following summary is the cost of vehicles by Unit of assignment:

Unit 188 OCD Administration	\$2,036.16
Unit 189 OCD Narcotics Section	\$72,803.88
Unit 192 OCD Vice Control Section	\$5,431.20
Unit 193 OCD Gang Investigation Section	\$38,493.29
Unit 196 OCD Asset Forfeiture Unit	\$8,058.60
Unit 393 OCD Gang Enforcement Section	\$2,792.60
TOTAL	\$129,615.73

HJR/dl

RECEIVED:
Check #: 153570
For \$: 129615.73
Date: 2/4/11
Signature: [REDACTED]