



MEMO:

BUDGET TRANSFERS for US IMAGING CONTRACT

The previous Recorder entered into a contract with US Imaging totaling approximately **\$680,000.00 without issuing a Request for Proposal or going out for bid**. While US Imaging completed the work as requested, the product has proven **unusable**, due to the way the project was conceived and managed by the prior administration, Furthermore, this expense was **not budgeted for**, leaving our office in a difficult financial position.

We have prepared the attached budget transfers to allocate the necessary funds. The transfers will be made from the following accounts:

Unit 4300: ROD General Fund

Unit 4310: ROD Document Storage Fund