

**Appendix 3 - 3.10 Memo's (Exemption Urgency)**

Function	Cluster	Description of Contract	Estimated Start date of Contract or	Estimated End date of Contract	Total Estimated Contract Value £	Summary of explanation of why the contract was urgently required and justification for suspension of procurement regulations, in whole or in part:
Resources	Corporate Landlord	<p>Chapel Street Car Park Refurbishment works- The City Growth and Resources Committee on 25 August 2021 approved a report to lease 400 spaces at the Chapel Street car park to a 3rd party to facilitate a significant Inward Investment to the city centre.</p>	Spring 2022	Spring 2025	1,400,000	<p>The reason why these contracts are urgently required is the works and services need to be carried out immediately in order to meet the Council's lease obligations, the final negotiations and signature of which took place [at the beginning of May 2022].</p> <p>The works and services require to be completed, implemented, or performed in time for entry by the tenant in October 2022. The contracts will be entered into by ACC for works and services that have already been procured by the tenant under competitive procedure. Aberdeen City Council – Resources, Corporate Landlord have entered into a lease agreement with BAPL for exclusive access to a number of spaces within one of the City's Multi-Storey Car Parks. As part of the agreement BAPL have provided a capital investment of £1m to meet the council's costs to carry out improvement works at the facility and for the deployment of a barrier control system which will manage access to the car park for authorised Shell users while restricting the amount of public customers than can access the car park during restricted times. The modifications to the car park including the procurement, installation and operation of the barrier control system are required to be completed by October 2022 to meet the conditions set out in the lease agreement.</p>
Operations	Operative Services	<p>Waste Management Kittybrewster Depot- EIS are employed by many sections of the Council to provide waste management services namely Building Services, Ground Services, Roads Services and Fleet Services. The works relate primarily to the provision of skips and the removal of waste products from different locations. Waste is organised within different categories for maximum recycling efficiencies. Each department would issue an annual Pecos order</p>	01/06/2022	01/11/2022	175,000	<p>Building Services have an ongoing requirement for waste management services for the removal of waste from their depot arising from works carried out to both tenanted properties and public buildings within Aberdeen City. There is currently no other option available for the removal of this waste which cannot be left to build-up. EIS currently provide a service that meets our requirements and will provide competitive rates for the next 6 months until a contract is in place and implemented.</p>

**Appendix 3 - 3.10 Memo's (Exemption Urgency)**

Function	Cluster	Description of Contract	Estimated Start date of Contract or	Estimated End date of Contract	Total Estimated Contract Value £	Summary of explanation of why the contract was urgently required and justification for suspension of procurement regulations, in whole or in part:
Customer	Digital and Technology	The council has an existing contract for TotalMobile which is an on-premise solution and has a perpetual licence agreement. TotalMobile is central to the management of the housing repairs service. It currently processes 15,000 faults per month with an annual turnover of around £30m. Plans to move the Total system onto cyber secure hardware were stopped due to problems with compatibility of the software components. This is due to the suppliers investment in a fully compliant cloud service and the retirement of some on premise components	01/04/2022	31/03/2024	£483,000	The supplier has indicated that they will not support the current on premise offering beyond 31/03/2022. The process of dialogue around securing the product was underway in Q3 2021/22, the compatibility issue and ongoing support was identified late in Q3 and discussions commenced on moving to a compliant solution in December 2021.
Resources	Capital	Public liability and Commercial loss insurance in respect of the Undertrack crossing works for the Torry Heat Network.	08/08/2022	Spring 2023	£500,000	The purchase of cover for public liability for such activities can only be made through a broker directly approaching and negotiating with the insurance market place on behalf of the Council as no one insurer will be able to write the required £155m limit under the BAPA. A layered stack of insurers will be needed to reach the required £155m limit and negotiation with individual insurers for the layers will require the sharing of terms and pricing of the primary as well as excess layers.