

3:10 memos approved 19/20						
Function	Service	Description of Contract	Estimated Start date of Contract or Extension	Estimated End date of Contract	Total Estimated Contract Value	SUMMARY OF EXPLANATION OF WHY THE CONTRACT WAS URGENTLY REQUIRED TO MEET THE EXIGENCIES OF THE SERVICE AND THEREFORE JUSTIFYING THE SUSPENSION OF PROCUREMENT REGULATIONS, IN WHOLE OR IN PART:
Resources	Hard FM- Resources- Corporate Landlord	Cremator Maintenance - extension	01/06/2018	31/05/2019	25,666	Extension to the maintenance contract for the cremators should there be mechanical breakdown and the quarterly servicing until such times as the re-tender was issued.
Operations	Integrated Children's and Family Services	Redeployment/Retraining staff into Early Years and Childcare	01/06/2018	31/08/2019	70,000	The requirement was estimated to be under the tender threshold of £50,000, subsequently quotes were sought via Public Contracts Scotland. All potential suppliers who responded to the quote request have bid over £50,000.
Operations	Integrated Children's and Family Services	Visible Learning plus Whole School Programme for Riverbank School, Kittybrewster School, Cornhill School, Sunnybank School & Woodside School	01/11/2018	30/09/2020	72,586	Direct Award for Visible Learning Plus programme of professional development to Osiris Educational as recommended Scottish Government provider. Approval required to ensure funding spent compliantly.
Resources	Corporate Landlord	Essential maintenance- High Rise Buildings	01/01/2019	01/09/2019	1.8m	Maintenance required in high-rise buildings as result of post Grenfell review.
Operations	Operations and Protective Services	Supply of energy services for A90 Detrunking	01/04/2019	01/03/2021	182,000	The A90 Trunk Road (Charleston to Blackdog) as at 1 April 19, per the Detrunking Order 2010, was passed into ACC ownership. Our statutory duty under the Road Scotland Act is to manage and maintain the road. Approval was required outwith committee cycle to ensure approval to increase expenditure within an existing contract.
Resources	Hard FM- Resources- Corporate Landlord	Servicing, Maintenance and Repair of Boiler Plant, Heating Systems and Automatic Controls	01/04/2019	30/09/2019	400,000	Carrying out these services ensures that ACC meet their statutory requirements; and the approval of extension was to ensure continuity of service of heating systems throughout ACC's Public Building portfolio until such times as a full tender exercise be completed.
Resources	Hard FM- Resources- Corporate Landlord	Servicing, Testing and Repair of Emergency Lights and Fire Alarm Systems installed within the non-housing Property Portfolio	01/04/2019	30/09/2019	145,000	To ensure that ACC continue to meet its obligations under the relevant Statutory Maintenance and British Standards, an additional 6-month period commencing 1 April 2019 was required as the re tender documentation had not been prepared. During the extension period tenders are to be prepared and issued for a new contract to be in place by 1 October 2019
Place	Strategic Place Planning	Contract for Electric Vehicle Charge Points	01/04/2019	31/12/2022	76,899	Short notice of external funding made available from Transport Scotland; Insufficient time to get approval by committee to ensure funding not lost.
Resources	Corporate Landlord	Contract for insurance for the Energy Centre at the Event Complex Aberdeen (TECA)	01/04/2019	31/03/2020	80,000	Insurance cover required from 1 st April 2019; due to a change to an earlier than planned phased handover and diverse elements of TECA, an urgent requirement arose for a broker to be appointed to assist and ensure ACC obtained the appropriate insurance coverage.