



5 February 2021

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Sent via email to ██████████

Dear ██████,

REQUEST FOR OFFICIAL INFORMATION – RELEASE OF INFORMATION

Thank you for your request for official information dated 25 January 2021. You requested the following information from Queenstown Lakes District Council (QLDC):

- QLDC paid the sum of \$361,197 to a procurement training company called Arc Blue Consultants between July 2018 and June 2019 and we would like to know:
 - What this work was for?
 - What was delivered?
 - What was the procurement process and who signed this off?

QLDC response

1. What was the work for?

The Scope of services included:

- Provide professional advice on methods and means of procurement to deliver QLDC's circa \$190m Long Term Plan (LTP) 3 Waters Programme
- Facilitate market sounding and assessment of market capacity
- Determine peak Programme cash flows and other external impacts that would influence development of the procurement framework
- Provide advisory and support services during the procurement phase
- Facilitate and align internal resources for project procurement
- Develop QLDC's 3 Waters procurement strategy
- Oversight and support of the procurement methodology defined by the 3 Waters procurement strategy.

2. What was delivered?

Deliverables included:

- Practical advice to support delivery of the LTP 3 Waters Programme
- Contractor interview-based research (soft market sounding)
- Early phase assessment options and base-lining report
- Procurement strategy
- Procurement Plan for 3 Waters Design Panel
- Procurement Plan for 3 Waters Contract Works Panel
- Request for proposal (RFP) development, evaluation model support and facilitation

- 3 Waters Design Panel in place and operating
- 3 Waters Contract Works Panel in place and operating
- Support to manage and maintain the 3 Waters panels
- Updated templates.

3. What was the procurement process?

A two stage Procurement Process:

- 19 April 2018 - Open Market Registration of Interest, GETS reference: [19648842](#)
- 21-22 May 2018 - Closed RFP/Q to shortlisted bidders.

4. Who signed it off?

QLDC's General Manager of Property & Infrastructure, Peter Hansby

Please note that we will proactively release this response in accordance with our [Proactive Release](#) policy. This is to ensure we maintain a high level of transparency when releasing official information to you.

We trust this response satisfactorily answers your request.

Regards,



Maddy Patterson
Senior Governance and Official Information Advisor