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# TENDER EVALUATION REPORT

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## C-25-005 QLDC Open Spaces Maintenance

Contract No. (C-25-005)

Date: 10 APRIL 2025

CONTENTS



QUEENSTOWN  
LAKES DISTRICT  
COUNCIL

CONTENTS .....	1
1.    Executive Summary .....	3
2.    Tender Evaluation Team (TET) .....	4
3.    Procurement Process .....	4
4.    Evaluation .....	4
4.1    Evaluation Criteria .....	4
4.2    Evaluation .....	5

PERSON	ACTION
Paul Rogers	Author
Erin Auchterlonie	Review
Adrian Hoddinott	Review and Approval

## 1. EXECUTIVE SUMMARY & TENDER BACKGROUND

This tender evaluation report and recommendation details the evaluation process, results and recommendation for the appointment of **Green by Nature Limited** as the Preferred Supplier for the provision of the Parks Open Spaces Maintenance management services across the Councils property and land portfolio.

### Tender Background

The Tender process dates:

- RFP Released: 23 January 2025
- RFQ Closed: 17 March 2025
- TET Evaluation: 1 April 2025

Open Market Tender released to GETs with the following four responses received from:

- Delta Services
- Green by Nature
- City Care
- House of Hygiene / Queenstown Landscapers joint tender (non-compliant)

Three of the tenders were compliant and fully scored, while one was non-compliant as they did not have the required pre-requisites, as a result this tender was not scored.

- (a) No Conflict of Interested Recorded amongst the TET.
- (b) External Probity was engaged and present. McHale Group (Nick Rennie in attendance).
- (c) Post Tender Clarifications were then issued as follows:

PTC 001	Green by Nature
(d) <b>TET Recommendation.</b> In accordance with the RFP terms and conditions, the TET recommend Green by Nature be appointed as the supplier of Open Spaces maintenance management services.	

**Note –** Green by Nature is also the preferred supplier for the Parks Arboriculture and Vegetation Maintenance Contract and submitted an Alternative to aggregate both this contract and Open Spaces generating a [REDACTED] saving spread across both contracts.

## 2. TENDER EVALUATION TEAM (TET)

(a) The TET comprised:

Role	Name	Organization
Chair /Facilitator of the Evaluation Panel	Paul Rogers	Spire Consulting Limited
Probity	Nick Rennie	McHale Group
Procurement & Commercial Support	Pamela Parker	QLDC
Voting Member	Adrian Hoddinott	QLDC
Voting Member	Clare Tomkins	QLDC
Voting Member	Chloe Henry Martin	QLDC
Voting Member	Stu Cameron-Lee	Greenspace Consulting

Non-Voting SMEs who contributed to discussion on the merits of all the bids:

Member	Subject matter
Tilly McCool	Resilience and Climate Action, Policy and Strategy
Jess Stall	Systems and processes integration, Knowledge Management
Abbey Mocke	Relationship Manager, Community Services
Britt Race	Events Co-ordinator, Sport and Recreation
Tarsy Koentges	Cemeteries, Heritage and Interments, Parks

Support and administration from Tender Secretary, Erin Auchterlonie. QS Support from Kenny Baird WT Partnership

(b) The TET Chair assumed responsibility for overseeing the evaluation from a process perspective.

## 3. PROCUREMENT PROCESS

As per the Procurement Plan. Open RFP process followed.

## 4. EVALUATION

### 4.1 Evaluation Criteria

The tender Evaluation criteria comprised the following, in accordance with the approved tender evaluation plan and RFP. Preconditions:

1.	The amount of public liability insurance required shall be \$20,000,000. The amount of the professional indemnity insurance shall be \$2,000,000.
2.	Supplier must accept all Councils RFP and Agreement Terms and Conditions.
3.	Please supply a current letter from your Accountant or Bank attesting to a viable and sound financial business able to support the delivery of the contracted services as requested in this RFP
4.	Confirm that you have visited all sites and location and that you have read the tender documents relating to the RFP
5.	The Respondent has SiteWise Green accreditation or a health and safety pre-qualification of equal or higher standard
6.	ISO 14001 or Toitu accreditations.

7.	The respondent currently delivers cemeteries interments or has done so within the last two years (note the requirements of Relevant Experience attribute)
8.	The respondent currently delivers an International and domestic sports event program or has done so within the last two years (note the requirements of Relevant Experience)

Having met all the preconditions qualifying bids were then evaluated on their merits across the following evaluation criteria and weightings. A weighted attribute evaluation model was followed.

Evaluation criteria	Weighting %
Relevant Experience	PASS/FAIL
Track Record	PASS/FAIL
Broader Outcomes / Sustainability	PASS/FAIL
Relevant Skills	20.00%
Methodology	30.00%
H. Price	50.00%
Total Weighting	100%

#### 4.2 Evaluation

- (a) At the end of the mediated session the TET Chair applied the weighted non price attributes to the price and advised the results as follows – placing Green by Nature in first place. Note, the preferred tenderer pricing is below the Engineers Estimate.
- (b) Final Green by Nature pricing will be less than set out below as these figures do not show the [REDACTED] ‘aggregated saving’.

**Open Spaces Contract C-25-005**

Price quality method of supplier selection

**Price weight and estimate**

Price weight	50	Scoring Rules for:	Pass / Fail	Pass = 0; Fail = 1
Price estimate (\$)		Grade	0 to 100	
Sum of all weights (must be 100)	100	Exclude	Leave blank	

**Non-price attribute evaluation**

Non-price attributes	Grade pass/fail or attribute weights exclude	City Care	Delta	Green by Nature
		Grades awarded		
Relevant experience & Track Rec	PIF	0	0	0
Relevant skills	Grade 20	60	50	70
Methodology	Grade 30	70	50	80
Programme & Resources	PIF	0	0	0
Broader Outcomes & Sustainability	PIF	0	0	0
Weighted sum of the non-price attribute grades		33.0	25.0	38.0
Weighted sum margin (weighted sum - lowest weighted sum)		8.0	0.0	13.0
Supplier quality premium				

**Added value premiums**

Added value item 1			
Added value item 2			
Added value item 3			
Added value item 4			
Add rows for further added value items here (see note 6)			
Sum of individual premiums (added value premium)		0.00	0.00
			0.00

**Determination of preferred proposal**

Supplier quality premium plus added value premium (\$)		
Proposal price (\$)		
Price less supplier quality premium and added value premium (\$)		
Preferred proposal		Preferred

Once the TET had concluded - the TET then reviewed:

1. Alternative Green By Nature saving fo \$579k if successful on Arb + Open Spaces. This should be considered and taken up.
2. City Care also offered a discount of \$500k if successful on Tracks & Trails and Open Spaces, however the total initial pricing was \$1M+ and the discount would not put them in front.
3. Also City Care 2nd QTS and last on Arb

Needs further discussion w/GBN on having separate contracts (but w/Alt QHds savings of the \$579k)

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# TENDER EVALUATION REPORT

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## C-25-022 QLDC Parks Arboriculture and Vegetation Maintenance

Contract No. (C-25-022)

Date: 10 APRIL 2025

## CONTENTS

CONTENTS .....	2
1. Executive Summary .....	3
2. Tender Evaluation Team (TET) .....	4
3. Procurement Process .....	4
4. Evaluation .....	4
4.1 Evaluation Criteria .....	4
4.2 Evaluation .....	5

PERSON	ACTION
Paul Rogers	Author
Erin Auchterlonie	Review
Adrian Hoddinott	Review and Approval

## 1. EXECUTIVE SUMMARY & TENDER BACKGROUND

This tender evaluation report and recommendation details the evaluation process, results and recommendation for the appointment of **Green by Nature Limited** as the Preferred Supplier for the provision of the Parks Arboriculture and Vegetation Maintenance management services across the Councils property and land portfolio.

### Tender Background

The Tender process dates:

- RFP Released: 23 January 2025
  - RFQ Closed: 17 March 2025
  - TET Evaluation: 31 March 2025
- Open Market Tender released to GETs with the following three responses received from:
    1. Asplundh.
    2. Delta Services
    3. Green by Nature
    - (a) All tenders were compliant and fully scored
    - (b) No Conflict of Interested Recorded amongst the TET.
    - (c) External Probity was engaged and present. McHale Group (Nick Rennie in attendance) See Appendix 1.
    - (d) Head of Procurement, Pamela Parker also in attendance.
    - (e) Post Tender Clarifications were then issued as follows:

PTC 001	Green by Nature
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- (f) **TET Recommendation.** In accordance with the RFP terms and conditions, the TET recommend Green by Nature be appointed as the supplier of Parks Tracks and Trails maintenance management services.

**Note –** Green by Nature is also the preferred supplier for the Open Spaces Maintenance Contract and by aggregating both this contract and Open Spaces generates a further [REDACTED] saving (spread across the two agreements).

## 2. TENDER EVALUATION TEAM (TET)

(a) The TET comprised:

Role	Name	Organization
Chair /Facilitator of the Evaluation Panel	Paul Rogers	Spire Consulting Limited
Probity	Nick Rennie	McHale Group
Procurement & Commercial Support	Pamela Parker	QLDC
Voting Member	Adrian Hoddinott	QLDC
Voting Member	David Spencer (Arb SME)	Tend Trees Limited
Voting Member	Chloe Henry Martin	QLDC

Non-Voting SMEs who contributed to discussion on the merits of all the bids:

Member	Subject matter
Tilly McCool	Resilience and Climate Action, Policy & Strategy
Jess Stall	Systems and processes integration, Knowledge Management
Abbey Mocke	Relationship Manager, Community Partnerships
Lee Rowley	Tree Arborist SME, Tend Trees Limited
Stef White	Tree Arborist SME, QLDC

Support and administration from Tender Secretary, Erin Auchterlonie. QS Support from Kenny Baird WT Partnership

(b) The TET Chair assumed responsibility for overseeing the evaluation from a process perspective.

## 3. PROCUREMENT PROCESS

As per the Procurement Plan. Open RFP process followed.

## 4. EVALUATION

### 4.1 Evaluation Criteria

The tender Evaluation criteria comprised the following, in accordance with the approved tender evaluation plan and RFP. Preconditions:

1.	The amount of public liability insurance required shall be \$20,000,000. The amount of the professional indemnity insurance shall be \$2,000,000.
2.	Supplier must accept all Councils RFP and Agreement Terms and Conditions.
3.	Please supply a current letter from your Accountant or Bank attesting to a viable and sound financial business able to support the delivery of the contracted services as requested in this RFP
4.	Confirm that you have visited all sites and location and that you have read the tender documents relating to the RFP
5.	The Respondent has SiteWise Green accreditation or a health and safety pre-qualification of equal or higher standard

6.	ISO 14001 or Toitu accreditations.
7.	The Respondent currently delivers a district wide Arboriculture maintenance program or has done so within the last two years (note the requirements of the Relevant Experience attribute)

Having met all the preconditions qualifying bids were then evaluated on their merits across the following evaluation criteria and weightings. A weighted attribute evaluation model was followed.

Evaluation criteria	Weighting %
Relevant Experience	PASS/FAIL
Track Record	PASS/FAIL
Broader Outcomes / Sustainability	PASS/FAIL
Relevant Skills	20.00%
Methodology	30.00%
H. Price	50.00%
Total Weighting	100%

## 4.2 Evaluation

- (a) At the end of the mediated session the TET Chair applied the weighted non price attributes to the price and advised the results as follows – placing Green by Nature in first place. Note, the preferred tenderer pricing is below the Engineers Estimate.
- (b) Note - The final price shown below does not include the [REDACTED] discount offered for an aggregated contract offering.

Arboriculture Contract C-25-022				
Price quality method of supplier selection				
Price weight and estimate				
Price weight	50		Scoring Rules for:	Pass / Fail
Price estimate (\$)	[REDACTED]		Grade	
Sum of all weights (must be 100)	100		Exclude	
Non-price attribute evaluation				
Non-price attributes	Grade	Non-price	Asplundh	Delta
Relevant experience & Track Re	P/F		0	0
Relevant skills	Grade	20	55	75
Methodology	Grade	30	70	75
Programme & Resources	P/F		0	0
Broader Outcomes & Sustainabi	P/F		0	0
Weighted sum of the non-price attribute grades			32.0	29.0
Weighted sum margin (weighted sum - lowest weighted sum)			3.0	0.0
Supplier quality premium			[REDACTED]	8.5
Added value premiums				
Added value item 1				
Added value item 2				
Added value item 3				
Added value item 4				
Add rows for further added value items here (see note 6)				
Sum of individual premiums (added value premium)			0.00	0.00
Determination of preferred proposal				
Supplier quality premium plus added value premium (\$)			[REDACTED]	
Proposal price (\$)			[REDACTED]	
Price less supplier quality premium and added value premium (\$)			[REDACTED]	
Preferred proposal				Preferred

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# **TENDER EVALUATION REPORT**

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## **C-25-005 Parks Tracks Trails Maintenance Contract**

Contract No. (C-25-023)

Date: 10 APRIL 2025



## CONTENTS

CONTENTS .....	2
1. Executive Summary .....	3
2. Tender Evaluation Team (TET) .....	4
3. Procurement Process .....	5
4. Evaluation .....	5
4.1 Evaluation Criteria .....	5
4.2 Evaluation .....	5

PERSON	ACTION
Paul Rogers	Author
Erin Auchterlonie	Review
Adrian Hoddinott	Review and Approval

## 1. EXECUTIVE SUMMARY & TENDER BACKGROUND

This tender evaluation report and recommendation details the evaluation process, results and recommendation for the appointment of Asplundh Limited as the Preferred Supplier for the provision of Parks Tracks and Trails Maintenance management services across the Councils property and land portfolio.

The asset portfolio comprises:

- MBIE Great ride trails (Queenstown)
- 175km QLDC owned/maintained trail. 54% Premier / 9% Natural / 35% Community
- 113km worth of track/trail in Wakatipu
- 62 km worth of track/trail in Wanaka
- The Trails form part of the District-wide Active Travel Network being developed to provide alternative transport methods

The specific maintenance categories comprise;

- a) Surface maintenance (tracks and trails - metalled)
- b) Vegetation control including envelope clearance (on and adjacent to tracks and trails)
- c) Weed management (on and adjacent to tracks and trails)
- d) Tracks and trail's structure inspections
- e) Minor civil works incl. surface renewals and construction of new trails / undertaken in parallel with scheduled work
- f) Construction of hard features like barriers, bridges and boardwalks, culverts, water channels, retaining walls, gabion baskets
- g) Potential for capex renewals.

### Tender Background

The Tender process dates:

- RFP Released: 23 January 2025
- RFQ Closed: 25 March 2025
- TET Evaluation. 28 March 2025

(a) Open Market Tender with the following five responses received from:

- Asplundh.
- City Care
- Downer
- Fulton Hogan
- M3 Consulting

(b) All tenders were compliant and fully scored

(c) No Conflict of Interested recorded.

(d) External Probity was engaged and present. McHale Group (Nick Rennie in attendance)

(e) Procurement Manager, Pamela Parker also in attendance.

(f) Post Tender Clarifications were then issued as follows:

PTC 001	Asplundh
PTC 002	Asplundh

- (g) **TET Recommendation.** In accordance with the RFP terms and conditions, the TET recommend Asplundh be appointed as the supplier of Parks Tracks and Trails maintenance management services.
- (h) The TET asked that Asplundh expand their Sub-contractor base with the inclusion of a suitable contractor that is able to undertake Civil/minor works and has a track record of delivery across the district.

## 2. TENDER EVALUATION TEAM (TET)

(a) The TET comprised:

Role	Name	Organization
Chair /Facilitator of the Evaluation Panel	Paul Rogers	Spire Consulting Limited
Probitry	Nick Rennie	McHale Group
Procurement & Commercial Support	Pamela Parker	QLDC
Voting Member	Adrian Hoddinott	QLDC
Voting Member	Giulio Chapman - Olla	Southern Civil Limited (SME)
Voting Member	Chloe Henry Martin	QLDC

Non-Voting SMEs who contributed to discussion on the merits of all the bids:

Member	Subject matter
Tilly McCool	Resilience and Climate Action
Jess Stall	Systems and processes integration, Technology
Abbey Mocke	Community Associations Relationship Manager

Support and administration from Tender Secretary, Erin Auchterlonie.

QS Support from Kenny Baird WT Partnership

(b) The TET Chair assumed responsibility for overseeing the evaluation from a process perspective.

### 3. PROCUREMENT PROCESS

As per the Procurement Plan. Open RFP process followed.

### 4. EVALUATION

#### 4.1 Evaluation Criteria

Evaluation criteria were weighted as follows, in accordance with the approved tender evaluation plan and RFP. Preconditions:

1.	The amount of public liability insurance required shall be \$20,000,000. The amount of the professional indemnity insurance shall be \$2,000,000.
2.	Supplier must accept all Councils RFP and Agreement Terms and Conditions.
4.	Please supply a current letter from your Accountant or Bank attesting to a viable and sound financial business able to support the delivery of the contracted services as requested in this RFP
5.	Confirm that you have visited all sites and location and that you have read the tender documents relating to the RFP
6.	The Respondent has SiteWise Green accreditation or a health and safety pre-qualification of equal or higher standard
7.	ISO 14001 or Toitu accreditations.
8.	The Respondent currently delivers a Civil works program related to the RFP or has done so within the last two years [Note the requirements of Relevant Experience attribute]

Having met all the preconditions qualifying bids were then evaluated on their merits across the following evaluation criteria and weightings. A weighted attribute evaluation model was followed.

Evaluation criteria	Weighting %
Relevant Experience	PASS/FAIL
Track Record	PASS/FAIL
Broader Outcomes / Sustainability	PASS/FAIL
Relevant Skills	20.00%
Methodology	30.00%
H. Price	50.00%
Total Weighting	100%

## 4.2 Evaluation

- (a) At the end of the mediated session the TET Chair applied the weighted non price attributes and advised the results as follows – placing Asplundh Limited in first place, non-price attributes.

C25-023 Tracks & Trails Mtc 2025					
Price quality method of supplier selection					
Price weight and estimate					
Price weight		50	Scoring Rules for:	Pass / Fail	Pass = 0; Fail = -1
Price estimate (\$)			Grade	0 to 100	
Sum of all weights (must be 100)		100	Exclude	Leave blank	
Non-price attribute evaluation					
Non-price attributes		Grade pass/fail or exclude	Non-price attribute weights	Asplundh	City Care
Grades awarded					
Relevant experience & Track Record	P/F			0	0
Relevant skills	Grade	20		65	50
Methodology	Grade	30		65	55
Programme & Resources	P/F			0	0
Broader Outcomes & Sustainability	P/F			0	0
Weighted sum of the non price attribute grades				32.5	25.0
Weighted sum margin (weighted sum - lowest weighted sum)				7.5	0.0
Supplier quality premium				0.0	2.5
Supplier quality premium					
Added value premiums					
Added value item 1				0.00	0.00
Added value item 2				0.00	0.00
Added value item 3				0.00	0.00
Added value item 4				0.00	0.00
Add rows for further added value items here (see note 6)					
Sum of individual premiums (added value premium)				0.00	0.00
Determination of preferred proposal					
Supplier quality premium plus added value premium (\$)					
Proposal price (\$)					
Price less supplier quality premium and added value premium (\$)					
Preferred proposal			Preferred		

# MEMORANDUM

DATE	16.04.2025	PAGES	2
TO	Adrian Hoddinott (QLDC)		
CC	Erin Auchterlonie (QLDC)		
FROM	Kenny Baird (WT)		
REGARDING	Park Maintenance Contracts – Tender Price Review		

## INTRODUCTION

WTP New Zealand Limited (WT) were commissioned by Queenstown Lakes District Council (QLDC) to complete a Tender Price Review for the following Parks Maintenance Contracts.

- Arboriculture and Vegetation Maintenance.
- Open Space Maintenance.
- Tracks and Trails Maintenance.

## TENDER PRICE REVIEW PROCESS

WT reviewed the non-price and price responses checking for the validity and accuracy of the submissions. This process included.

- Arithmetic checks.
- Review tags, clarifications and exclusions.
- Price adjustments for tags clarifications and exclusions to ensure apples for apples review.
- Reviewing rates for clear and obvious errors.
- Commentary on day rates, missing items and SoP inconsistencies.
- Sensitivity on rate only items.

## ARBORICULTURE AND VEGETATION MAINTENANCE

Three (3) conforming tenders were reviewed for the Arboriculture and Vegetation Maintenance Contract. The position as opened was.

1. Green By Nature.
2. Asplundh.
3. Delta.

A non-conforming price was submitted by Green By Nature combining this contract with the Open Spaces Contract for QLDC's consideration.

WT completed the review process and adjusted the prices received accordingly. The final position after price adjustment was.

1. Green By Nature.
2. Asplundh.
3. Delta.

## OPEN SPACE MAINTENANCE

Three (3) conforming tenders were reviewed for the Open Space Maintenance Contract. The position as opened was.

1. Green By Nature.
2. City Care.
3. Delta.

A non-conforming price was submitted by Green By Nature combining this contract with the Arboriculture and Vegetation Contract for QLDC's consideration.

WT completed the review process and adjusted the prices received accordingly. The final position after price adjustment was.

1. Green By Nature.
2. City Care.
3. Delta.

## TRACKS AND TRAILS MAINTENANCE

Five (5) conforming tenders were reviewed for the Tracks and Trails Maintenance Contract. The position as opened was.

1. Asplundh.
2. M3 Contracting.
3. Downer.
4. Fulton Hogan.
5. City Care.

A non-conforming price was submitted by City Care combining this contract with the Open Space Maintenance Contract for QLDC's consideration.

WT completed the review process and adjusted the prices received accordingly. The final position after price adjustment was.

1. Asplundh.
2. M3 Contracting.
3. Downer.
4. City Care (Previously Position 5).
5. Fulton Hogan (Previously Position 4)

## RECOMMENDATION

Green By Nature submitted the best price for both the Arboriculture and Vegetation and Open Space Contracts. They also offered an alternative submission combining these contracts together offering pricing efficiency compared to standalone contracts.

Asplundh submitted the best price for the Tracks and Trails Maintenance Contract. Asplundh were lowest for both scheduled work and unscheduled work sections.

WT recommend that all tags, exclusions, clarifications and WT pricing adjustments are closed out with both Green by Nature (Arboriculture & Open Spaces) and Asplundh (Trails) prior to granting Preferred Contractor status.



Level 1, 187 Featherston Street  
PO Box 25103, Wellington 6146

28 April 2025

Adrian Hoddinott  
Operation and Contracts Manager  
Queenstown Lakes District Council  
Queenstown

Dear Adrian,

## **PROBITY SERVICES OVER QUEENSTOWN LAKES DISTRICT COUNCIL'S REQUEST FOR PROPOSAL EVALUATION PROCESSES FOR PARKS CONTRACTS**

### **Introduction and background**

We refer to our engagement letter dated 24 March 2025, for providing Queenstown Lakes District Council ("QLDC/the Council") with probity meeting attendance relating to the three Request for Proposal ("RFP") evaluation processes for the Arboriculture & Vegetation Maintenance, Tracks & Trails, and Open Space Maintenance.

The procurement processes were single stage open competitive RFP processes utilising Price Quality Method as the evaluation methodology.

### **Probity assurance objectives**

Due to the significance and high profile of the RFPs, and the potential probity risks associated with the RFP processes, QLDC was seeking reasonable, independent assurance from McHale Group over the RFP evaluation processes. Our review services were conducted in accordance with SAE 3100 (Revised) issued by the NZ Audit and Assurance Standards Board, to enable us to report to you that:

- ✓ The RFP evaluation processes were implemented consistently with; QLDC's procurement policies and procedures, the New Zealand Government Procurement Rules, Audit Office procurement guidelines, and with good public sector practice, and incorporated the necessary probity principles (such as consistency, impartiality, managing conflicts of interest, fairness, transparency, accountability, and good ethical behaviour);
- ✓ Ethical behaviour was practised throughout the evaluation meetings and was guided by the principles of honesty, integrity, fairness, trust and respect, and these were evidenced; and
- ✓ Given the high profile nature of the procurement and the competitive nature of the supplier market, potential probity risks (including implementation of the Price Quality Method evaluation, post-closing date interviews/presentations, and Tender Evaluation Team meetings) were identified in real-time, planned for, and mitigating action was initiated, in partnership with QLDC.

## Activities conducted

We conducted the following activities to meet QLDC's requirements for our engagement:

- ✓ Read, for background purposes only, the Arboriculture and Vegetation Maintenance, Tracks & Trails, and Open Spaces RFP documents, and the Tender Evaluation Team ("TET") scoring guide.
- ✓ Attended, in a probity observation and advisory capacity, the TET meetings for all three RFP processes, and the interview with the preferred supplier for the Arboriculture and Vegetation Maintenance, and Open Spaces RFPs.

## Probity Opinion

We were satisfied as to the probity of the evaluation meetings and interviews noted above, which resulted in the identification of preferred suppliers for each contract, in accordance with the evaluation processes described in the RFP documents.

In our opinion:

- ✓ The RFP evaluation processes were consistent with; QLDC's procurement policies and procedures, the New Zealand Government Procurement Rules, Audit Office procurement guidelines, and with good public sector practice, and incorporated the necessary probity principles (such as consistency, impartiality, managing conflicts of interest, fairness, transparency, accountability, and good ethical behaviour);
- ✓ Ethical behaviour was practised throughout the Evaluation Process and was guided by the principles of honesty, integrity, fairness, trust and respect, and these were evidenced; and
- ✓ Potential probity risks (including implementation of the Price Quality Method evaluation, post-closing date interviews/presentations, and Tender Evaluation Team meetings) were identified in real-time, planned for, with mitigating action initiated, in partnership with QLDC.

In determining our expectations of good practice probity principles in competitive procurement, we have taken into account the relevant public sector probity guidance promulgated by the Office of the Auditor-General ("OAG") and the Public Service Commission in respect of procurement, sensitive expenditure, and the management of conflicts of interest together with any relevant reports previously issued by external agencies, the New Zealand Government Procurement Rules (if relevant for QLDC) and related principles and guidance, and the probity guidance issued by the Independent Commission Against Corruption ("ICAC") in New South Wales and the Australian National Audit Office, and other appropriate overseas jurisdictions.

We are not aware of any outstanding probity issues. Please note that, QLDC requested McHale Group to attend the RFP evaluation meetings and not to conduct a probity audit on the RFP processes. To this end we have not reviewed any other aspect the procurement processes such as conflict of interest management or key process documentation such as the tender evaluation report/s.

The issuance of this letter completes our review of the RFP evaluation processes up to and including the interviews held on 11 April 2025.

## **Basis for Opinion**

We conducted our engagement in accordance with the Standard on Assurance Engagements (SAE) 3100 (Revised) Compliance Engagements issued by the New Zealand Auditing and Assurance Standards Board. We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **QLDC's Responsibilities**

QLDC is responsible for compliance with the good practice probity principles in respect of the Procurements evaluation processes.

## **Our Independence and Quality Control**

We have complied with the relevant ethical requirements relating to assurance engagements, which include independence and other requirements founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behaviour.

In accordance with the Professional and Ethical Standard 3 (Amended), McHale Group maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

## **Our Responsibilities**

McHale Group's responsibility is to express an opinion on QLDC's compliance, in all material respects, with good practice probity principles in respect of the Three evaluation processes.

SAE 3100 (Revised) requires that we plan and perform our procedures to obtain reasonable assurance about whether QLDC has complied, in all material respects, with good practice probity principles in respect of the Three evaluation Processes.

An assurance engagement to report on QLDC's compliance with good practice probity principles in respect of the evaluation processes involves performing procedures to obtain evidence about the compliance activity and controls implemented to meet the good practice probity principles in respect of the evaluation processes. The procedures selected depend on our judgement, including the identification and assessment of risks of material non-compliance as evaluated against the good practice probity principles in respect of the evaluation processes.

Other than in our capacity as the independent assurance practitioners we have no relationship with, or interests in, QLDC.

## **Inherent Limitations**

Because of the inherent limitations of evidence gathering procedures and limitations in compliance systems, it is possible that fraud, error or non-compliance may occur and not be detected. As the procedures performed for this engagement are not performed continuously throughout the engagement and the procedures performed in respect of QLDC's compliance with good practice probity principles are undertaken on a test basis, our reasonable assurance engagement cannot be relied on to detect all instances where QLDC may not have complied with good practice probity principles.

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### **Use of Report**

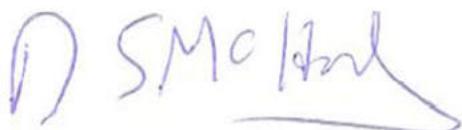
This report has been prepared for the management of QLDC. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the management of QLDC, or for any purpose other than that for which it was prepared.

### **Way forward**

The issuance of this report completes our probity assurance work on QLDC's three RFP evaluation processes for the Parks contracts.

If you have any queries, please do not hesitate to contact Nick Rennie, Assurance Manager, on 021 253 0194.

Yours sincerely

A handwritten signature in blue ink, appearing to read "S McHale".

Shaun McHale  
Managing Director  
**McHale Group**