



REFERENCE: 25_09_06_NTH

NEWARK TOWN HALL FEE PROPOSAL

DATE: 17.12.2025

CONTACT US FOR...



NET ZERO



SUSTAINABILITY



MEP DESIGNS



CARBON LITERACY



BREEAM®



CONTENTS

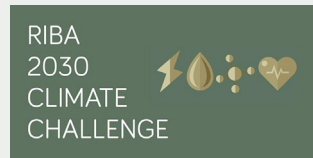
NEWARK TOWN HALL FEE PROPOSAL

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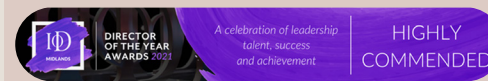


0.1 - INTRODUCTION

ACCREDITATIONS



RECENT AWARDS





LEE MARSHALL
MANAGING DIRECTOR



JASMINE CRAFT
PROJECT ENGINEER



SOPHIE SLEIGHT
DESIGN ENGINEER



LINCY JOY
ENVIRONMENTAL
DESIGN ENGINEER

OUR TEAM

Our team is what makes our practice – we wouldn't be who we are without them. Within our team, we have a variety of backgrounds and different strengths which we bring together to provide our first-class service to our clients. Our team have backgrounds in engineering, architecture, and events. Because we have such a varied team, we have a wide range of knowledge in further subjects. It means we take an innovative approach to project because we each have different approaches to situations.

Our team is also locally based with most of our members are within 30 minutes for the office. 50% of our office staff either walk or take public transport to work making our commutes more environmentally friendly. We are able to easily access sites via public transport within the area using our local train station which is a 10-minute walk away. We are also able to provide a welcome location for our customers to visit us for a discussion or even just a chat!



VAISHNAVI KAMBLI
ENVIRONMENTAL DESIGN
ENGINEER



EWA PROKOP
FINANCIAL
CONTROLLER



SALLY ONYEMALI
ENVIRONMENTAL DESIGN
ENGINEER



JOE MASSEY
DESIGN TECHNICIAN



FAIR WORK FIRST

Fair working for us ensures a happy, stable working environment which is productive and inclusive, creating sustainable progression and successful project delivery.

WHAT WE OFFER

- ★ Regular staff development training in house and from external sources
- ★ Support in personal development such as learning outside working to gain new qualifications
- ★ No inappropriate use of zero hour contracts
- ★ Diverse working team from various cultures, countries and backgrounds
- ★ Living wage accredited
- ★ Flexible and family friendly working

To ensure staff develop and we understand how we work individually so we can work better as a team, we have in house discussions over the office and what we feel can be improved as well as external input from professional coaches offering business development training and personal effectiveness training. **By completing this we are able to understand how we work as individuals and how this can be used to work better as a team.**

By understanding each others strengths and weaknesses we are able to plan out projects and learn from each other as to when we are best suited for a task. We don't just allow those who are most effective in a task complete it, **we encourage those less confident to complete tasks alongside them to ensure we are all developing and learning new skills.**

This comes into practice especially because of our diverse backgrounds. We each come from different professions within the building sector including, architecture, interior design, chemical engineering, and modular building management.

All of this goes hand in hand with our diverse culture backgrounds. **Our alumni includes: Mexico, Angola, Nepal, Sudan, Thailand, Australia, China, Italy, Spain, Poland, South Africa, India, Burma, and others.** We believe having this diverse range of people within our office allows us to not only learn new techniques, but also allows us to learn new cultures and ways of life - **expanding our knowledge and understanding of the world.**

These various different background are from the staff and students who are partaking on a placement with us. **We offer students the opportunity to join us alongside their studies and during their summer of studies, giving first hand experience on live projects. This is through summer placement, work experience and apprenticeships.** This is the only time we offer staff zero hour contracts. We find this allows students the freedom to work when they can to not interrupt their studies and is more of a benefit to them rather than a disadvantage. We do however, offer them full time hours if they so wish during their placements so they get the experience of routine working style.

In addition to offering our full time staff full time contracts where appropriate, we also offer all our staff, including students on placements or experience, the living wage. **We are a living wage accredited company** to ensure that we pay our staff a comfortable wage.

We understand that working around a family can be difficult which is why **we have flexible working conditions to fit around family life.** This includes working from home if childcare is a problem, flexible hours to work around school pick ups and other commitments. We want to ensure that work doesn't get in the way of taking care of our loved ones. This is also why **we offer our staff 42 days holiday so they can spend time off with loved ones and ensure their work and life is balanced correctly.**



OUR COMMITMENT TO NET ZERO

At Viridis BSL, we ensure we have an environmental policy in place to ensure we follow our values of sustainability. We have **our ISO 14001 accreditation** which can provide ease of mind that any environmental policies in place will be applied to any project.

For product selection, **we use standard components** at standard sizes to minimise our waste and minimise the process of production and look to use UK suppliers.



We provide kitchen facilities to our staff members. Allowing us to promote bringing home cooked meals to work, **reducing single use plastics** and also increasing our staff health and well-being. We also ask that our staff take rubbish home with them to **recycle waste**.



We print on **recycled paper**, but, we print as little as possible to reduce waste and energy printing. Any documents that are not needed get sent to a recycling company who **recycle our paper**. Our computers have large touch screen computers which enable us to work on our desktop instead of printing files out. These large screens allow us to **waste less on printing**.

In addition to this, **we send documents over as a PDF format via email** or link. When attending a meeting we will then share 1 printed copy which we can make amendments to, return back to the office and scan in the changes to email back. This then allows us to make changes where computer access may be difficult and update the client with the changes that will be made.

Our service delivery means we **plan in advance and combine meetings with site visits and project reviews**. Allowing us to meet effectively to reduce our carbon footprint and impact. We will seek to use public transport and car sharing. If this is not available, we do have access to an electric vehicle. If we have any smaller concerns that need addressing, **we also have access to Zoom and Teams calls**.

Due to us having one office in Collingham, Newark in the UK and one office in Scotland, we have used Teams for years, even before covid. If unavailable, we also have phone and email to communicate.

Our approach to projects is using a fabric first method. We would initially take the time to **understand the building as a piece of technology** and look at where energy is lost or wasted. We can then develop a fabric improvement strategy and minimise energy lost.

We currently rent our office spaces so we don't have much control over renewable power supply. However, our energy supplier is 'Octopus Energy'. **We're on their renewables tariff which ensures any power supplied, comes from a renewable energy source.** Even **our toilets reuse water after washing our hands**.

When we do inevitably grow and expand, the next office space we look for would need the opportunity to promote sustainable retrofit and therefore **we would look for an existing building and use this as an example of an exemplar project.** We would ensure the embodied carbon of the building has been fully utilised and we can add renewable power supplies to the building.

Getting into work is also a way in which we save, with only half of our staff using personal cars to travel in, and 20% walking to the office.

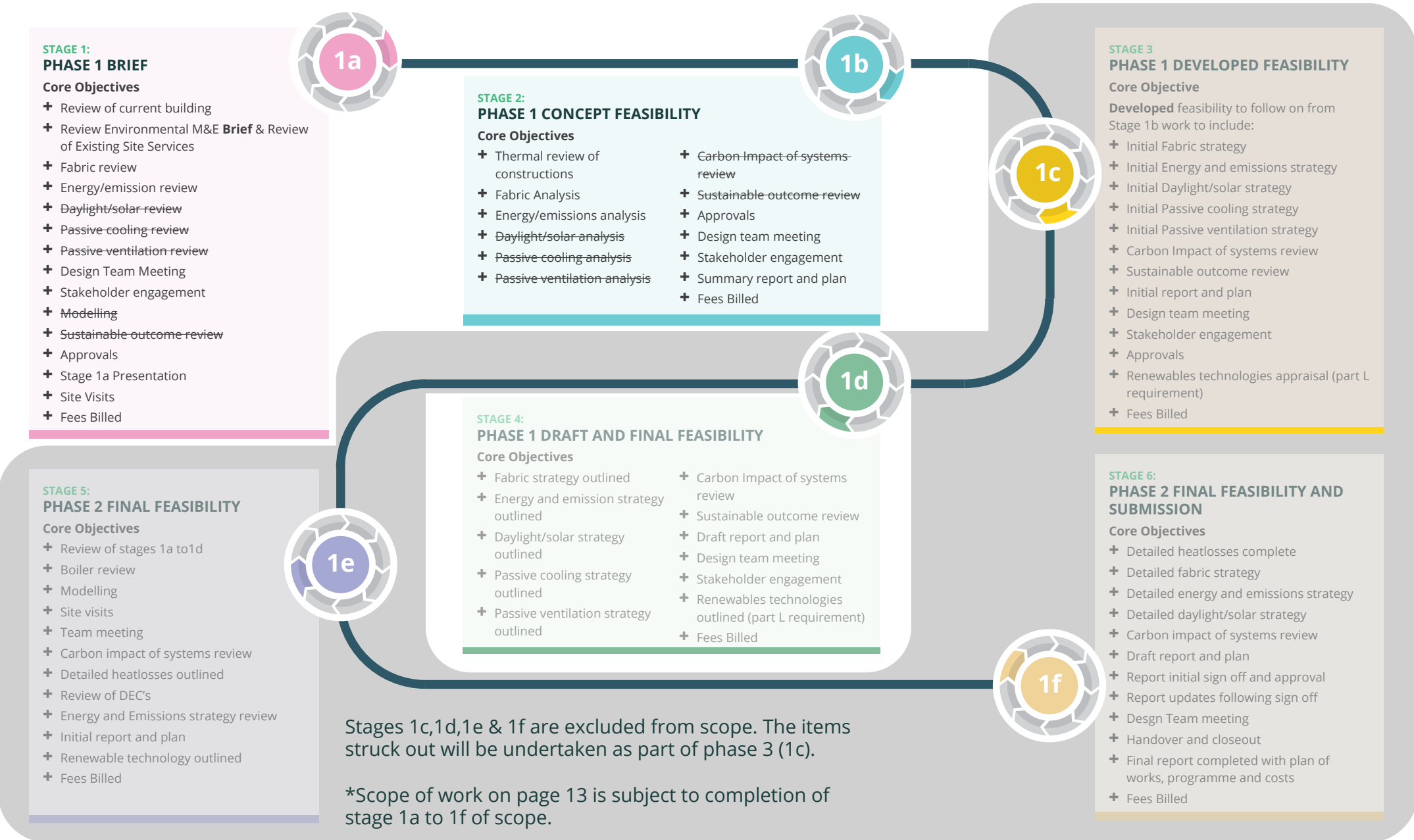


Even our website features details which reduce our carbon footprint even further. The images, colours and text have a reduced impact on the environment. This has been done by a reduction in the graphics but not so much that it would be noticed and using colours which don't need as much energy to display

We are currently making small changes where we can to reduce our emissions, however, due to the nature of the building being rented, we are limited to what can be done. In the future we will be sure to **invest time into researching the possible renewables** that could be used or introduced and ways which we could reduce our CO² footprint even further.



0.2 - CUSTOMER JOURNEY





0.3 - PROJECT JOURNEY

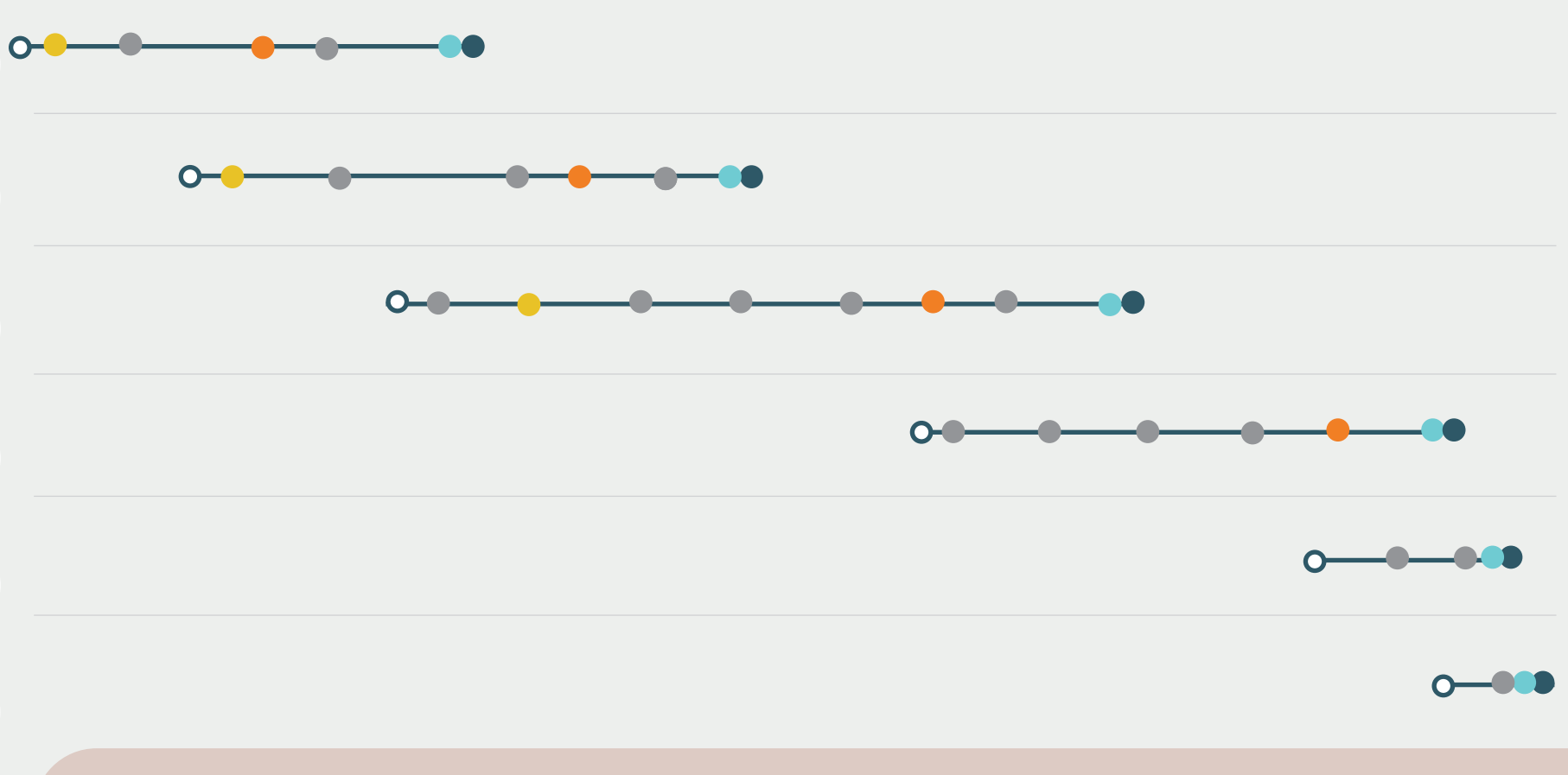
START OCT 2025

END JAN 2026

WEEKS

1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18

STAGES



- Stage start
 - Stage end
 - Meeting
 - Key deadline
 - Site visit
 - Fees
 - Reports
- Weekly Updates at the end of each week

NEWARK TOWN HALL SCOPE OF WORK

1. Conduct comprehensive building audits.
2. Develop detailed feasibility studies for carbon reduction measures.
3. Produce building energy performance ratings.
4. Complete options appraisals for various decarbonisation technologies.
5. Recommend appropriate low-carbon heating solutions.
6. Identify cost-effective building fabric improvements.
7. Prepare a breakdown of the value of the works.
8. Create a phased implementation plan.
9. Develop a fully costed carbon reduction strategy with clear timelines



0.4 - IMPORTANT INFORMATION

0.4 | IMPORTANT INFORMATION

IMPORTANT INFORMATION

The following information sets out the key information. It is important we set out these details so you know where to find the key information if it is needed. We are happy to provide the details on any of the following if they are requested.

REFERENCES

Available on request.

Contact: lee.marshall@viridisbsl.co.uk

INSURANCE

Please find attached a copy of our insurances. We hold insurances of £10 million cross PII, ELI and PPL.

<https://viridisbsl.co.uk/insurance/>



COLLATERAL WARRANTY

We are insured to provide CIC Standard Collateral Warranties.

<https://viridisbsl.co.uk/collateral-warranty/>



TERMS OF APPOINTMENT

NEC 2017 Professional Services Agreement options A, W2, X1, X18, Y (UK) 2. Unless otherwise agreed.

<https://viridisbsl.co.uk/terms-of-appointment/>



BUILDING INFORMATION MODEL (BIM) PROTOCOL

We can provide, subject to agreement, a BIM Protocol agreement as part of our appointment.

We encourage our client to keep this as a straightforward matter by adopting an un-amended Construction Industry Councils Standard Protocol for use in project using BIM's.

Should a request for a BIM Protocol be agreed with us, we would be pleased to agree to that noted above. Our fees in relation to providing this protocol as above are £625.00 per day excluding VAT.

Fee's for amending or agreeing to all or any other BIM Protocols are subject to a VBSL's director's hourly rate and any legal fees accrued by VBSL all in relation to the works associated in the provision of a collateral warranty.

CONSTRUCTION (DESIGN & MANAGEMENT) REGULATIONS 2015

As designers we take our responsibilities under CDM 2015 extremely important. Our designs are progressed with health and safety at the forefront of our thinking.

Innovative in our design approach we are always looking to eliminate risk and reduce it thereafter where eliminate is not possible; finally looking to control foreseeable risk where there is no further option to eliminate or reduce the risk.

We are required by law to remind our clients of the duties placed upon them by the Construction (Design and Management) Regulations 2015 and in particular we like to draw their attentions to, Regulations 4-7, 13-15 and Part 4; we would kindly ask our clients to note this in advance of any appointment.

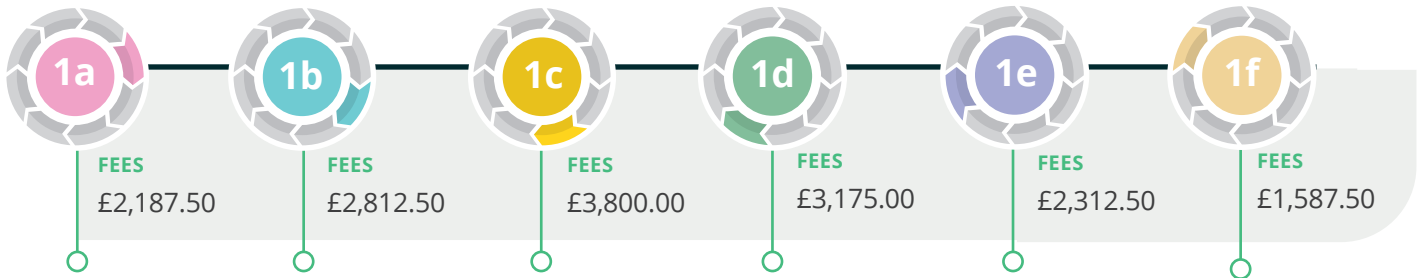
In meeting our duties we will request information from you and also liaise with your architect, other designers, contractors, relevant utility providers and the like to obtain any and all existing site services information all to assist us with our duties and responsibilities under CDM 2015 and you.



0.5 - FEES, PAYMENT & BILLING

FEES SUMMARY

Our anticipated fees to undertake the work including expenses but excluding VAT are: -

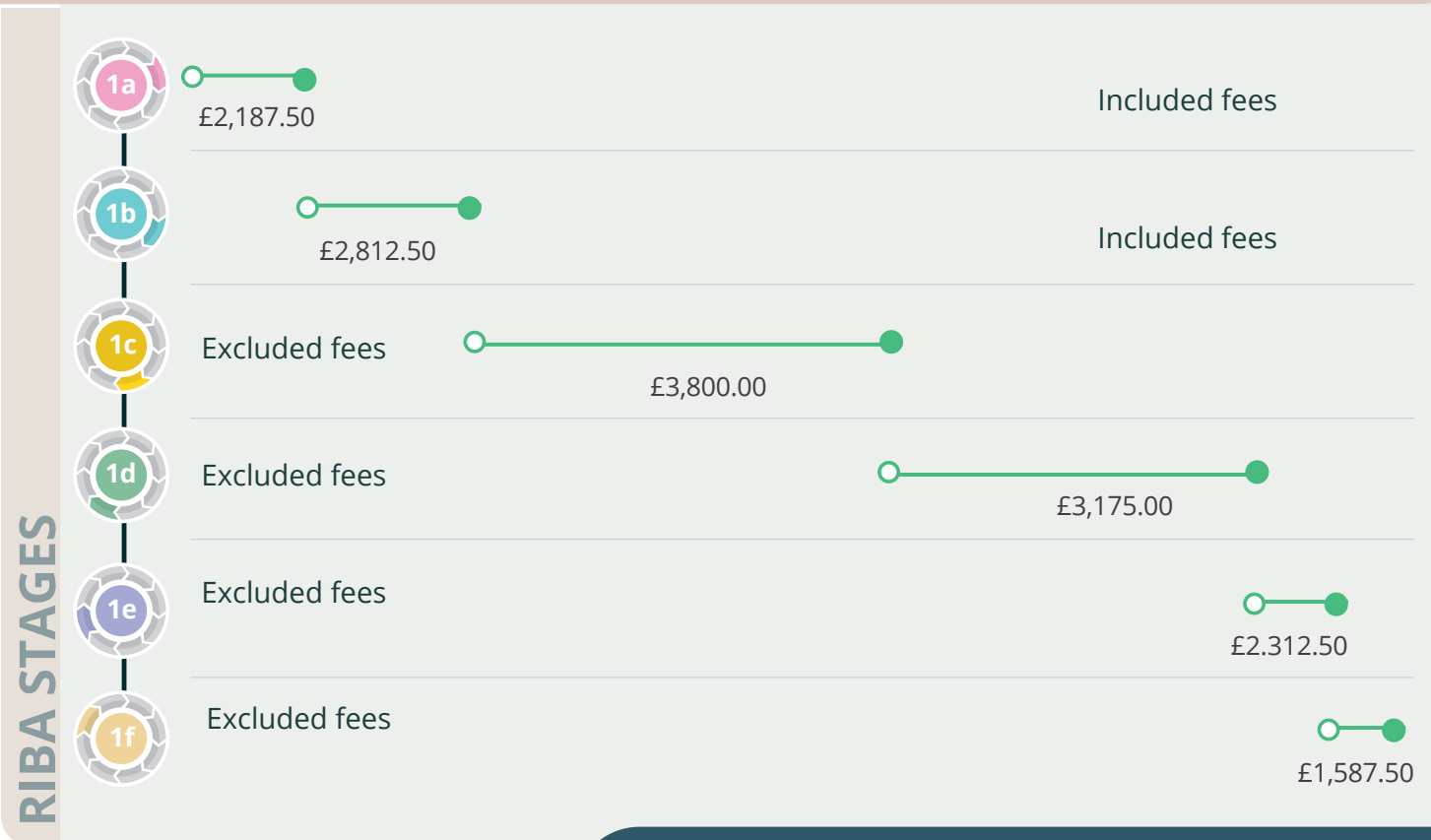


* Any ad hoc work would be charged at £625.00 per day.

FEES PROGRAMME

WEEKS

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |



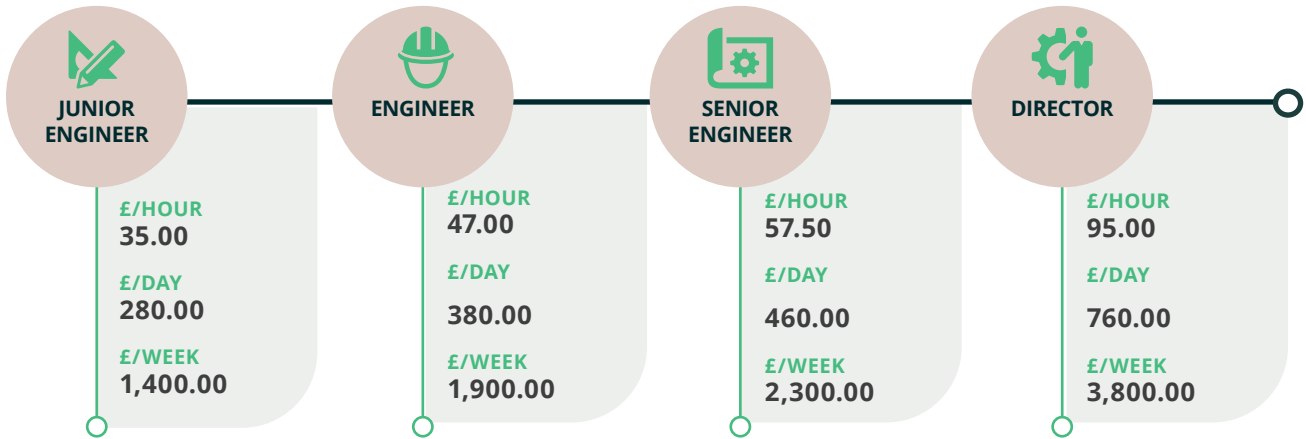
TOTAL FEES STAGE 1A TO 1B- £5,000.00

Fees & Services exclude VAT at the prevailing rate (20%).

COST / RATES

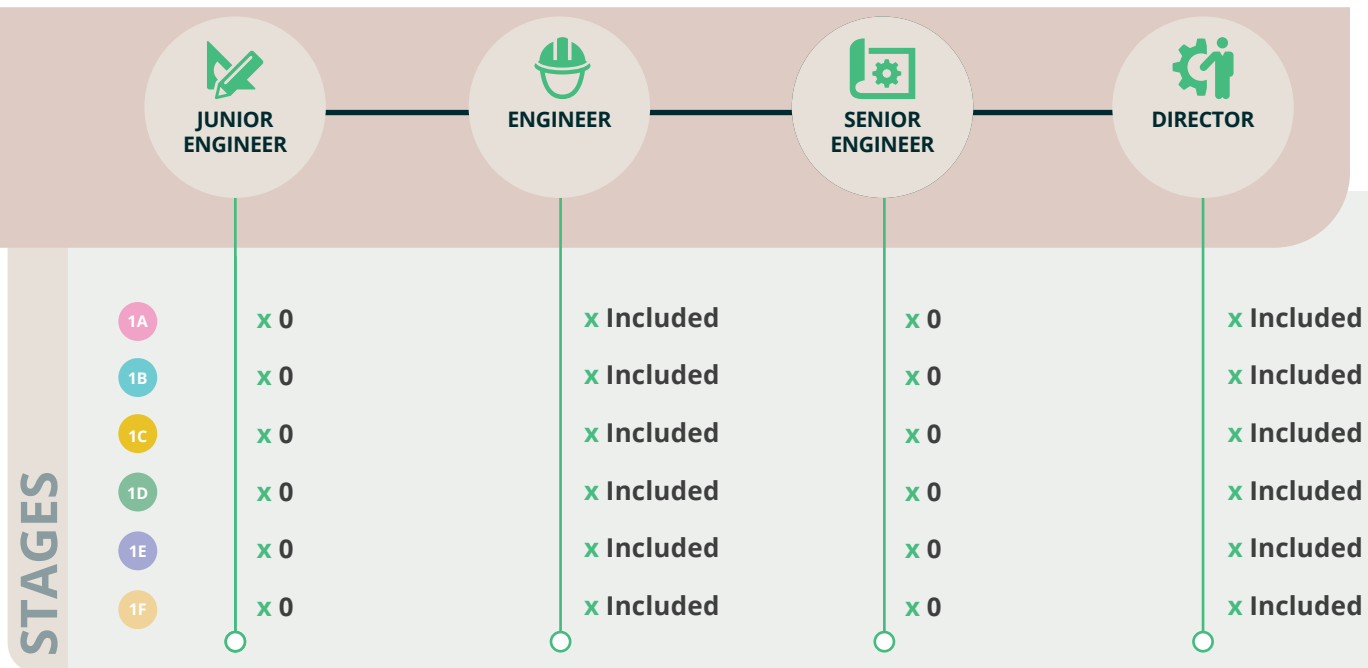
Below is a schedule of our typical rates. Any ad hoc work would be charged at £625.00 per day.

Please note that this is exclusive of VAT at 20%.



RESOURCE SCHEDULE – WORKING DAYS ALLOCATION

The resource schedule reflects our approach to the design of the project and that which we feel is sufficient to meet the requirements of the scope all in line with size and complexity of the project.



0.5 | FEES, PAYMENT & BILLING

FEE INFORMATION

This quotation provided shall be valid for **20 working days** after the date of submission **to secure the fee's outlined within this document.**

Our fees to agree amendments to our standard terms and conditions and appointments are our directors hourly rate plus VAT and any legal fees and associations. The directors input is typically 16 to 24 hours of fees.

If a project is paused, fees are subject to rise in line with inflation depending on how long the project is on hold for - please discuss any issues in relation to this. Any works continuing which were previously paused will include revised fees and will be re-agreed before continuing.

Any confirmations of appointment in regards to this fee proposal made after this time-scale will need to be reviewed and confirmed by Viridis before agreements can be made.

PAYMENT

Our VAT Registration number is: 133 3459 28

Our Company Registration number is: 07874248

Bank Details

Santander UK PLC

Sort Code: - 09 02 22

Account number: - 10 88 59 54

Our Office Contact Details Are:

Viridis Building Services Ltd

Collingham

**Unit 2, Cedar House,
Collingham, Nottinghamshire,
NG23 7LB**

+44 (0)1636 703 101

Stirling

**Office 60,
Stirling Business Centre,
Wellgreen Road,**

Stirling,

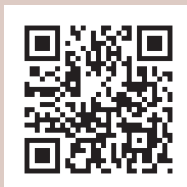
FK8 2DZ

+44 (0)1786 231 480

BILLING

To find out more about our billing process, please follow the link or scan the QR code.

viridisbsl.co.uk/billing



Our outlined fee's are subject to yearly inflation and may increase over the project depending on length of project programme. Any new works quoted for will be reviewed and provided against our current day rate at the time of quotation. Any changes shall be agreed before the commencement of our works.



0.6 CV'S

LEE MARSHALL

BENG (HONS) CENG PGDIP MCIBSE MEI (UUJ)

Job Title:	Managing Director
Contact/Teams:	lee.marshall@viridisbsl.co.uk
Experience:	> 20 years
Availability:	< 4 weeks

**PRAGMATIC PROBLEM SOLVING**

Lee has been with Viridis Building Services Ltd since 2012 and has built the practice up to an award winning standard; recently receiving the **2025 People & Culture Award from Constructing Excellence East Midlands**. Lee became Managing Director in 2018 and his primary focus is on the technical direction of the practice and customer liaison.

At work, Lee is a **pragmatic problem solver**, often seeking **innovative solutions that challenge the status quo**, technically, commercially and environmentally. Lee believes that **sustainability isn't an expensive word**. The key to Lee's role is demystifying our work and educating our clients. To retain our loyal customer base. Lee believes in being responsible, accountable and commercially efficient as this lies at the heart of his strong belief to be sustainable at work and at home.

Lee graduated in 2002 and **has over 20 years of experience as a sustainability and energy professional** within the built environment. He has worked as both a client side designer and commercial installer across various industry sectors; he particularly enjoys faith and heritage projects. Prior to VBSL, Lee was a Director for a national renewables installation business responsible for project delivery and customer education. **Lee has managed MEP projects to value of £10 million.**

Lee is an environmental engineer who has specialised

in sustainability, renewable and MEP environmental projects. Lee has also been a key note speaker at CIBSE and Built Environment Network events and was a part time lecturer in sustainable design at the University of Lincoln. He has also spent time educating consulting engineers in large regional practices in renewable energy. Lee brings a wealth of knowledge to support your projects.

In his spare time, Lee enjoys rugby, campanology and indulging his passion for the built environment.

Lee's qualification are as follows:

QUALIFICATIONS

- BEng (Hons) Environmental Engineer
- PgDip Renewable Technologies
- Chartered Engineer (CEng)
- Elmhurst Energy Approved Energy Assessor
- CIBSE Member (MCIBSE)
- Energy Institute Member
- BREEAM Assessor & Advisor
- CSCS Card (Project Management)
- Campanology (Intermediate)
- Sustainable Design Lecturer at Lincoln University (2016)
- Carbon Literacy Trainer
- Section 63 Assessor

JASMINE CRAFT

PRIMARY EDUCATION WITH QUALIFIED TEACHER STATUS | BA (HONS)



Job Title:	Project Engineer
Contact/Teams:	sustainable@viridisbsl.co.uk
Experience:	> 20 years
Availability:	< 4 weeks

As a project engineer with a project management background in construction and client-side experience, Jasmine's responsibilities include providing a holistic approach to managing projects at Viridis. Her strengths are being highly motivated, organised, and skilled at aligning client needs with our offerings. She focus' on fostering collaboration and ensuring projects are executed efficiently, delivering exceptional value and sustainable solutions tailored to client goals.

Jasmine uses the following values to ensure she successfully delivers her projects.

Organisation - Structured processes ensure clarity, efficiency, and seamless project delivery.

Development - Continuous learning drives growth, innovation, and adaptability in projects.

Forward Thinking - Strategic planning encourages innovation and proactive, future-focused solutions.

Collaboration - Effective teamwork builds strong partnerships and shared project success.

Sustainable - Balanced approaches ensure lasting, responsible, and efficient outcomes.

Jasmine has managed diverse projects in construction, education, and community development, including the £15.4M Air & Space Institute and The Drill Hall renovation. Jasmine oversaw sustainable aviation initiatives with advanced technologies like flight simulation and created a collaborative space for performing arts.

Proficient in Microsoft Project and financial tools, she excels in stakeholder engagement, programme management, contract oversight, and delivering projects that meet technical and operational goals.

As a Project Manager, Jasmine has worked on diverse construction projects. At Lincoln College, she managed high-profile initiatives like the £15.4M Air & Space Institute and The Drill renovation. She also delivered sustainable training solutions, managed stakeholder relationships in Saudi Arabia, and ensured successful project execution. At Lincoln City Foundation, she oversaw youth development programs, enhancing community engagement and opportunities for local youth.

In Jasmine's spare time, she enjoys going to the gym and staying fit, with the goal of running the London Marathon one day. Currently, she is training for the Lincoln 10K. Jasmine also loves taking her dog on long walks and spending time socialising with friends.

QUALIFICATIONS

- BA (Hons) Education
- APM Fundamentals Qualification
- 5+ years of Project Management Experience
- Worked in industry for 3 years
- Revit, AutoCAD and Indesign
- MEP Design

LINCY JOY

ELECTRICAL AND ELECTRONICS ENGINEERING | BENG (HONS)
ENERGY SYSTEM AND MANAGEMENT | MTECH
BUILDING SERVICE ENGINEERING | MSC



Job Title:	Environmental Design Engineer
Contact/Teams:	sustainable@viridisbsl.co.uk
Experience:	> 3 years
Availability:	< 4 weeks

Lincy has recently joined the team following her graduation from education and after she has gained initial experience in the industry. Lincy works with the team to develop projects through the RIBA Stages. Her responsibilities include drafting and undertaking the calculations behind these design solutions.

The values which Lincy work towards to ensure good quality work are as follows:

Innovation – Embracing creative approaches to deliver forward-thinking solutions.

Precision – Paying attention to detail to ensure accuracy and excellence in outcomes.

Responsibility – Taking ownership of work and delivering high-quality results with integrity.

Efficiency – Striving to optimize processes and achieve sustainable, impact designs.

Adaptability – Remaining flexible and open to changes to meet the unique needs of each project.

Lincy has previously worked in Dubai's construction sector for 1-2 years, gaining hands-on experience in project management and tender bidding. During her master's program in the UK, she participated in the ASHRAE Building Design Competition, where my team designed a net-zero library in São Paulo. Additionally, Lincy has participated in the ASHRAE presentation competition titled "How do you see yourself tackling global climate change & what do you expect from ASHRAE?" This effort earned her the 'SmartStart' prize and the opportunity to become an associate of ASHRAE.

For Lincy's thesis, "Retrofitting a Dubai Residential Villa to Net Zero Status," she leveraged Dubai's abundant solar energy and proposed district cooling solutions.

We are also proud that Lincy has achieved a Merit degree in my graduation and to be the recipient of the prestigious ASHRAE UK Rising Star in Building Services Engineering award, which is granted annually to a graduating student demonstrating exceptional promise in the field.

In Lincy's spare time, she loves exploring new cities and cuisines, experimenting with cooking, and watching movies with loved ones. Dancing is a passion of hers, and she aspire to join dance classes in the future.

QUALIFICATIONS

- MSc in Building Services Engineering
- MTech in Energy System & Management
- BEng (Hons) in Electrical and Electronics
- Energy Assessor
- Revit, AutoCAD and Indesign
- MEP Design

SOPHIE SLEIGHT

INTERIOR ARCHITECTURE AND DESIGN | BA (HONS)

Job Title:	Assistant Bid Manager
Contact/Teams:	sustainable@viridisbsl.co.uk
Experience:	> 3 years
Availability:	< 4 weeks



CREATIVE, INNOVATIVE & SUSTAINABLE SOLUTIONS

Sophie is our Assistant Bid Manager who **graduated from the University of Lincoln with a First-Class Honours degree in Interior Architecture and Design.** Sophie supports the team by teaching us her skills on software's and creative design. Sophie has managed projects which include a **sustainable hospitality development** of the value of £1.2 million, **a high end, eco property which includes an art gallery** and also the restoration of **a 200 year old property.**

Due to Sophie's creative background she is able to **visualise creative solutions and present these in an easy to follow way.** At Viridis, we are always keen to **educate our customers so they understand the solutions we are introducing** to ensure they are used to their maximum efficiency. Therefore, Sophie uses her creative skills and technical knowledge from a design background to **ensure the solutions are explained in an easy to follow way** - using diagrams and drawings to present this instead of technical jargon.

Sophie has particular values she follows throughout her work to ensure she is fully engaged with each project she is involved in. Sophie's main values of why she is passionate towards her work are:

Creativity - creating innovative ideas to solve problems.

Helping Society - pride in knowing her work will help the bigger picture.

Influencing others - inspire others to take the leap into sustainability.

Nature - helping the natural environment by reinventing a sustainable built environment to prove that sustainability isn't an expensive word.

Recognition - we all want to be recognised for the good work that we do!

At Viridis, we understand the importance of getting to know your individual values to ensure they align with our own to make for a strong and well organised team.

In her spare time, Sophie enjoys going for walks with family to enjoy the natural surroundings, visiting new places or buildings with exceptional design strategies and socialising with friends. When she can find the time in between these activities, Sophie also enjoys painting and sketching including abstract images, texture, sceneries and animals.

Sophie's qualification are as follows:

QUALIFICATIONS

- BA (Hons) Interior Architecture and Design
- Certified Passivhaus Designer
- Carbon Literacy Trained
- Energy Assessor
- Revit, AutoCAD and Indesign
- MEP Design

SALLY ONYEMALI

ARCHITECTURE AND SUSTAINABILITY | MSC

ARCHITECTURE | BSC (HONS)



Job Title:	Environmental Design Engineer
Contact/Teams:	sustainable@viridisbsl.co.uk
Experience:	> 20 years
Availability:	< 2 weeks

Sally holds a distinguished academic background in architecture, followed by a master's degree in sustainability within the built environment. This dual qualification underscores her commitment to integrating architectural excellence with cutting-edge sustainable practices. With a keen eye on the future, she remains well-versed in the latest zero-carbon regulations and emerging sustainability trends.

Her dedication to delivering high-quality results and fostering client satisfaction is evident in her track record of successful project execution and her ongoing commitment to staying at the forefront of industry developments.

Sally uses the following values to ensure he successfully delivers his projects.

Growth – Always learning, improving and challenging personal limits to remain current and valuable in the sustainability sector.

Technical Integrity – attention to detail, report accuracy and compliance with industry standards.

Dedication– clear commitment to energy efficiency, decarbonisation and reducing environmental impact.

Team contribution – Value other people's perspectives, values and supporting team success.

Purpose Driven Impact – Focusing efforts on meaningful work that creates positive, lasting change.

Sally has delivered over 1,000 Energy Performance Certificates (EPCs), supporting regulatory compliance and enhancing residential energy efficiency. She is experienced in SAP and SBEM calculations for both residential and commercial projects, with contributions to major developments including the Grand Exchange (242 apartments), Morville Street (81 units), The Essington (525 units), and a 29-floor high-rise (252 flats), all aligned with Net Zero goals.

As an Energy and Sustainability Consultant, Sally conducts energy audits, dynamic thermal modelling, and carbon reporting. Her work supports compliance with Part L, CIBSE TM59, TM52, and BB101, helping reduce operational energy use by up to 30% and informing sustainability strategies across projects.

In her spare time, Sally enjoys the comfort of home, relaxing with books by John Grisham or Sidney Sheldon, watching films, and listening to music. She also loves travelling and spending quality time with her children.

QUALIFICATIONS

- MSc Architecture and Sustainability
- BSc (Hons) Architecture
- Diploma in Interior Design
- Elmhurst Accredited OCDEA
- Expertise in energy modelling using IES
- Associate member of Chartered Institute of Architectural Technologists (CIAT)
- Member of Chartered Institution of Building Services Engineers (CIBSE)
- Revit, AutoCAD and Indesign
- MEP Design

JOE MASSEY

ELECTRICAL ENGINEERING | HNC



Job Title:	Design Technician
Contact/Teams:	sustainable@viridisbsl.co.uk
Experience:	> 20 years
Availability:	< 2 weeks

As a Design Technician, Joe is responsible for ensuring all electrical and mechanical designs comply with relevant standards, regulations, and client requirements. He is committed to continuously developing his technical knowledge through training and hands-on experience. Joe's key strengths lie in 3D design, effective time management, and strong teamwork skills.

Joe uses the following values to ensure he successfully delivers his projects.

Attention to Detail – Ensuring accuracy and thoroughness in every task.

Efficiency – Managing time and resources effectively.

Continuous Learning – Always striving to grow skills and knowledge.

Innovation – Embracing creativity and new ideas to improve outcomes.

Teamwork – Valuing collaboration and supporting colleagues.

As a Design Technician, Joe has developed strong expertise in using 3D software tools such as Revit and Twinmotion to support detailed visualisations and accurate technical drawings. He also has a solid working knowledge of lighting and energy calculation software, including Relux and PVSOL, enabling him to contribute to both the aesthetic and performance aspects of building design.

Throughout his career, Joe has contributed to a diverse portfolio of projects across a variety of sectors, including education, healthcare, emergency services, commercial, sports, and office developments. One of the most notable projects Joe was involved in was Rackheath Medical Centre, a healthcare facility valued at approximately £11 million. His input was instrumental in developing the design through to construction documentation, contributing to both the architectural and sustainable energy aspects of the build. At his previous company, Joe also regularly led the photovoltaic (PV) system design element across multiple projects, ensuring integration with architectural and MEP disciplines.

Outside of work, Joe enjoys watching football and is a dedicated Leicester City supporter. He also appreciates spending time outdoors and often plays casual rounds of golf with friends. Whether relaxing at home, exploring nature, or catching up with family and friends, Joe values a balanced lifestyle that supports both his personal and professional growth.

QUALIFICATIONS

- HNC Electrical Engineering
- Level 3 Electrical Installations
- Level 2 Electrical Installations
- 2 years of electrical design engineer experience
- Revit, AutoCAD and Indesign
- MEP Design

VAISHNAVI KAMBLI

MASTERS IN CONSTRUCTION PROJECT MANAGEMENT | BACHELORS AND
DIPLOMA IN CIVIL ENGINEERING



Job Title:	Environmental Design Engineer
Contact/Teams:	sustainable@viridisbsl.co.uk
Experience:	> 20 years
Availability:	< 4 weeks

As an Environmental Design Engineer, Vaishnavi brings a strong foundation in sustainable design and digital tools. Prior to this role, she worked as a BIM Technician, gaining valuable industry experience during her Master's in Construction Project Management. That time allowed her to develop both technical skills and a deeper understanding of integrated design workflows.

Vaishnavi uses the following values to ensure she successfully delivers her projects.

Integrity: Vaishnavi upholds honesty, transparency, and ethics, even under pressure.

Growth: She thrives on continuous learning and development through challenges and feedback.

Respect: She treats everyone with fairness and listens openly to diverse perspectives.

Accountability: Vaishnavi takes responsibility for her work, following through and learning from mistakes.

Collaboration: She values teamwork and enjoys contributing to shared goals and supporting others.

Vaishnavi began her journey at Bluethorn Technology as a part-time BIM Technician while pursuing her Master's in Construction Project Management. After graduation, she transitioned into a full-time role, taking on greater responsibilities and playing a more active part in project delivery. During her time at Bluethorn, she contributed to the creation of detailed BIM models and coordinated MEP systems within multidisciplinary teams, enhancing

workflow efficiency and design integration. Due to the confidential nature of the projects she worked on, specific project details remain undisclosed in line with company policy and industry standards.

At Bluethorn Technology, a building services engineering consultancy specialising in MEP (Mechanical, Electrical, and Plumbing) design. Vaishnavi supported the delivery of coordinated, sustainable, and BIM-integrated solutions across a range of complex building projects. Her role required a strong understanding of digital tools, design workflows, and collaboration within cross-functional teams.

In her spare time, Vaishnavi enjoys cooking and unwinding with her favourite Netflix genres, including sci-fi, thrillers, and love stories. She also values meaningful time with friends and maintains close connections with her family in India through regular calls. These routines help her maintain a balanced and fulfilling lifestyle outside of work.

QUALIFICATIONS

- Diploma and Bachelors in Civil Engineering
- Masters in Construction Project Management
- Worked in the industry for 3 years.
- Revit, AutoCAD, Navisworks, Stapro and Indesign
- MEP Design



0.7 - CASE STUDIES

CASE STUDIES



PROJECT

BLENKIN MEMORIAL HALL

Client:	Boston Parish Council
Contract Value:	Not Disclosed
Date:	2022
Sector:	Heritage/Conservation
Location:	Boston



DESCRIPTION

SUMMARY

A community space within Boston's conservation area which over looks St Botolph's church. The building creates a local hub for the community to meet.

DRIVING EFFICIENCIES. DELIVERING VALUE.

Blenkin Memorial Hall Boston is a refurbishment of their Hall which sits within the conservation area. Because the building lies within such a high traffic area, considerations needed to be made for the design being installed within the building.

We looked at the most cost effective, efficient but complimentary design features which would provide them with a design which reduces their emissions and enables them to still provide a building which compliments the surroundings and creates a comfortable environment for all those who visit.

We introduced renewables such as ASHP to provide the heating and point of use hot water. This has increased the use of the building due to a more comfortable environment. This further improves the sustainability of the building and has ensured the buildings life will continue on with more uses and increased usability.



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Sustainable Outcomes

Working to tomorrow's standards today

We deliver the UN & RIBA 2030 Sustainable Outcomes.

Take a look on how we are saving energy and beating RIBA's 2030 targets.

On this project we have achieved:

+ Good Health and Wellbeing

+ Nearly Zero Operational Carbon Emissions

+ Sustainable connectivity and transport

+ Sustainable Communities and Social Value

ON THIS PROJECT WE ACHIEVED...

CASE STUDIES



PROJECT

MOUNT ZION CHURCH NOTTINGHAM

Client:	Soul Architects
Contract Value:	Not Disclosed (National Lottery funded)
Date:	2023
Sector:	Faith
Location:	Nottingham



DESCRIPTION

SUMMARY

The Mount Zion Apostolic Church is a Grade II listed building in Nottingham. It was originally built as a cinema in 1936. It is now used as a church and has been for over 20 years.

DRIVING EFFICIENCIES. DELIVERING VALUE.

The building is all about bringing the community together. It is need of repair to ensure the continued use.

We were appointed to come up with a design which would present a sustainable and environmentally friendly design. We wanted to ensure the design is future proofed and allows use of natural elements to improve the design.

We proposed introducing more natural light due to the replacement of the roof structure and a simple but effective electric heating system with an option to use ASHP if the client decided.

Before the introduction of these heating systems, we considered the fabric of the building and ensure the new roof was reducing the heat lost from the building. Due to the age of the building, the walls are solid which causes problems with insulation. This meant larger considerations were needed for the roof to get the same reduction in heat losses.



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On this project we have achieved:



EPC
TBC



OPERATIONAL ENERGY
TBC
(RIBA 2030 target 55.00 kWh/m²y)

ON THIS PROJECT WE ACHIEVED...

+ Good Health and Wellbeing

+ Nearly Zero Operational Carbon Emissions

+ Sustainable Life Cycle Cost

+ Sustainable Communities and Social Value

+ Sustainable land-use and ecology

PROJECT

FYDELL HOUSE BOSTON

Client:	Boston Preservation Trust
Contract Value:	£0.5 million
Date:	2023
Sector:	Heritage
Location:	Boston



DESCRIPTION

SUMMARY

Fydeell House is a Grade I listed Georgian Town House dating back to the early 18th century. It needed considerable upgrades to the building to ensure the continuation of its use.

DRIVING EFFICIENCIES. DELIVERING VALUE.

Fydeell House in Boston is a picturesque building which hosts events such as weddings and meetings, but is also open to the public for viewing and enjoying the outside garden space.

The building needed works such as updates to the fabric and updates to the services to ensure they were operating as efficiently as possible.

As the building is from the 18th century, considerations needed to be made to ensure the fabric is not disturbed significantly. In addition to this, considerations needed to be made to ensure the services did not interrupt the interior features to ensure the Georgian style was not lost.

Overall, the building will see this investment as a way to keep the building in optimum condition to ensure it can be used now and in the future.



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Sustainable Outcomes

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On this project we have achieved:



EPC
TBC



OPERATIONAL ENERGY
TBC kWh/m²y

(RIBA 2030 target 55.00 kWh/m²y)

ON THIS PROJECT WE ACHIEVED...

+ Nearly Zero Operational Carbon Emissions

+ Sustainable Communities and Social Value

+ Nearly zero embodied carbon Emissions

+ Sustainable land-use and ecology

PROJECT

LINCOLNSHIRE OPEN RESEARCH & INNOVATION CENTRE (LORIC)

Client:	Bishop Grosseteste University
Contract Value:	£2.2 million
Date:	2017
Sector:	Offices / Heritage
Location:	Lincolnshire



DESCRIPTION

SUMMARY

The LORIC is an innovation centre that helps small businesses grow through access to data. It's based in a Grade II listed building

DRIVING EFFICIENCIES. DELIVERING VALUE.

The building refurbished by Robert Woodhead, with Viridis commissioned during works to provide mechanical and electrical services.

The challenge was to create an efficient heating and ventilation system that would meet strict conservation requirements. Our idea was to create an all-electric system, avoiding the need for a traditional system, which would have required pipework to be routed in the building structure.

As a result, we were able to maintain the building's character and ensure an efficient, nearly-zero-energy design while enabling the client to restore the building's original features.



UN & RIBA 2030
Sustainable Outcomes

Working to tomorrow's standards today

We deliver the UN & RIBA 2030 Sustainable Outcomes. Take a look on how we are saving energy and beating RIBA's 2030 targets.

On this project we have achieved:

✓ BREEAM® Very Good	✓ EPC B	✓ OPERATIONAL ENERGY 47.91 kWh/m ² y <small>(RIBA 2030 target 55.00 kWh/m²y)</small>
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ON THIS PROJECT WE ACHIEVED...

- + Good Health and Wellbeing
- + Sustainable Water Cycle
- + Nearly Zero Operational Carbon Emissions
- + Sustainable connectivity and transport
- + Sustainable Communities and Social Value
- + Nearly zero embodied carbon Emissions
- + Sustainable land-use and ecology

PROJECT

KELVINGROVE ART GALLERY & MUSEUM

Client:	SHARC Energy Systems UK
Contract Value:	£3.0 million
Date:	2017
Sector:	Heritage - Category A listing
Location:	Glasgow



DESCRIPTION

SUMMARY

Kelvingrove is one of Scotland’s most popular attractions and it is an iconic baroque-style public-owned building that dates back to 1901. The site holds important artifacts and historical pieces. This meant significant consideration was needed for the design to not take away from the users experience within the building.

DRIVING EFFICIENCIES. DELIVERING VALUE.

We were commissioned to explore how SHARC’s innovative system, which recovers heat energy from filtered wastewater, could be integrated into existing heating systems.

Our experts carried out detailed analysis of the museum’s heating systems and building structure, and developed and implemented the complex mechanical and electrical controls system.

Our work allowed SHARC to successfully integrate their green innovation, creating sustainable, low-energy, net-zero-carbon heating for the Kelvingrove. This also ensured a comfortable environment was achieved throughout the whole experience of the gallery.



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Sustainable Outcomes

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Take a look on how we are saving energy and beating RIBA’s 2030 targets.

On this project we have achieved:



CARBON REDUCTION

153.54 tonnes of CO² per year (44% reduction)

+ Sustainable Water Cycle

+ Nearly Zero Operational Carbon Emissions

+ Sustainable connectivity and transport

+ Sustainable Communities and Social Value

ON THIS PROJECT WE ACHIEVED...

PROJECT

ST BOTOLPH'S CHURCH

Client:	The Parish of Boston
Contract Value:	£2.7 million
Date:	2020
Sector:	Faith
Location:	Boston



DESCRIPTION

SUMMARY

St Botolph's is an iconic landmark with its 256ft tower – commonly known as the Boston Stump – visible for miles around.

DRIVING EFFICIENCIES. DELIVERING VALUE.

During a multimillion pound refurbishment, the Parish wanted to improve the heating within the 2,000m² church, while bringing down running costs.

This is the kind of challenge we love, so we got to work by providing detailed heat-resistance calculations on the building fabric, alongside energy models.

The results informed our decision to make alterations to the existing boiler system, removing the common heating pipe and providing a more efficient flow-and-return system. We also integrated additional underfloor heating and added, refurbished and relocated radiators.

This overall, allowed the church heating system to run more efficiently and effectively to heat the large volume even on the coldest days, increasing visitor numbers and therefore increasing funding for future technologies.



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+ Nearly Zero Operational Carbon Emissions

+ Sustainable connectivity and transport

+ Sustainable Communities and Social Value

ON THIS PROJECT WE ACHIEVED...



0.8 RISK REGISTER

RISK REGISTER

Activity	Likelihood	Severity	Risk	Action to be taken	Responsible	Stages relevant
Delayed appointment	●	● ● ●	● ● ●	Intent to appoint issued	VBSL	1a
Team integration	●	● ● ●	● ● ●	Team clearly defined	VBSL / CLIENT	1a
Communication flows & ideas exchange	●	● ● ●	● ● ●	Regular meetings	VBSL / CLIENT	1a 1b 1c 1d 1e 1f
Team scopes	●	● ● ●	● ● ●	Agree changes to scope	CLIENT	1a
Milestones time scales	● ●	● ● ●	● ● ●	Dedicate resource	VBSL	1a 1b 1c 1d 1e 1f
Sustainable Outcomes	●	● ● ●	● ● ●	Track outcomes	VBSL	1a 1b 1c 1d 1e 1f
Resource	●	● ●	● ●	Dedicate resource	VBSL	1a 1b 1c 1d 1e 1f
IT	●	● ● ●	● ● ●	Diaries meetings	VBSL / CLIENT	1a 1b 1c 1d 1e 1f
Client brief	●	● ● ●	● ● ●	Advise programme issues	VBSL	1a
Value economics	● ● ●	●	● ● ●	Maximise environmental gain at lowest cost	VBSL	1a 1b 1c 1d 1e
Feasibility reviews	●	● ● ●	● ● ●	Maintain feasibility stages to manage inputs	VBSL	1a 1b 1c 1d 1e 1f
VBSL appointment	●	● ● ●	● ● ●	Maintain customer service	VBSL	1a 1b 1c 1d 1e 1f
Scopes & behaviour	●	● ● ●	● ● ●	Maintain customer service	VBSL	1a 1b 1c 1d 1e 1f
Variations in scope	●	● ● ●	● ● ●	As stage 2	VBSL	1b
Concept/Feasibility gaps	●	● ● ●	● ● ●	List conclusions in feasibility study	VBSL	1b 1c 1d 1e 1f
M+E Supply Capacities To/From Buildings	● ●	● ● ●	● ● ●	Early Engagement	VBSL	1a 1b
Planning	●	● ● ●	● ● ●	Early Engagement	VBSL	1a 1b 1c
Utilities information	● ●	● ● ●	● ● ●	Early Engagement and compliant qualifications	VBSL	1a 1b

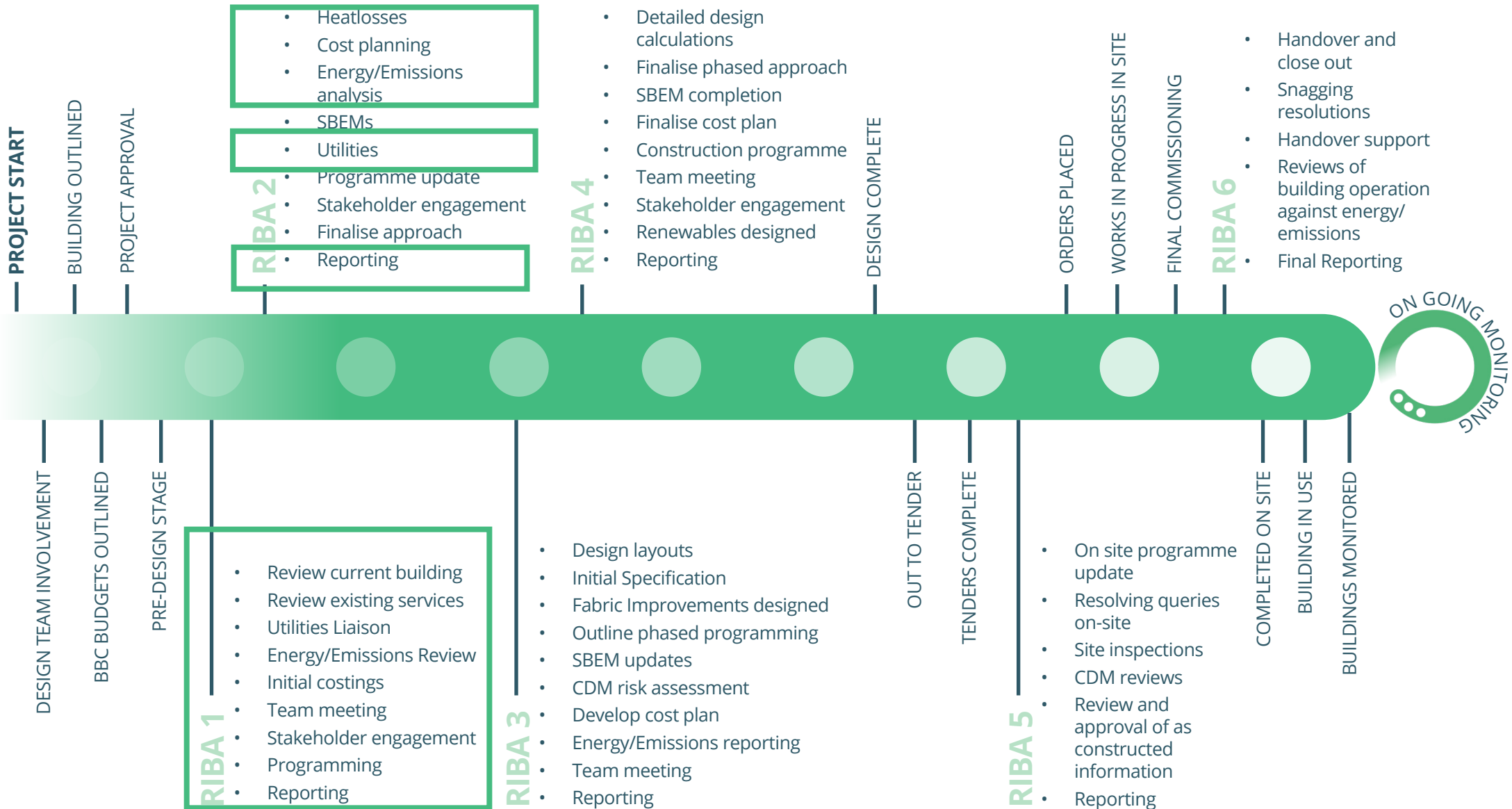
RISK REGISTER

Activity	Likelihood	Severity	Risk	Action to be taken	Responsible	Stages relevant
Structural Loadings	●	● ● ●	● ● ●	Site Investigation	VBSL	1a
Utilities Liaison	● ●	● ● ●	● ● ●	Early Engagement	VBSL	1a 1b 1c 1d
Contractor Behaviour	● ●	● ●	● ●	Appointment Documents	VBSL	1a 1b 1c 1d 1e 1f
Contractor Scopes and Variations	●	● ●	● ●	Manage and Track Scope	VBSL / CLIENT	1a 1b 1c 1d 1e 1f
Delayed Tender Returns	●	● ● ●	● ● ●	Clear Tender Documents	VBSL	1a 1e 1f
Delayed Contractor Appointments	●	● ● ●	● ● ●	Clear Tender Documents	VBSL	1a 1b 1c 1d 1e
Access to Buildings	●	● ●	● ●	Early Engagement	VBSL / CLIENT	1a 1b 1c 1d 1e 1f
Security Clearances	●	● ●	● ●	Early Engagement	VBSL	1a 1b 1c 1d 1e 1f
Supply Chain Procurement	● ●	● ● ●	● ● ●	Standardised Strategy	VBSL	1d 1e 1f
Materials Procurement	● ●	● ● ●	● ● ●	Standardised Strategy	VBSL	1d 1e 1f
Pandemic	● ● ●	● ● ●	● ● ●	Pandemic Risk Assessment	VBSL / CLENT	1a 1b 1c 1d 1e 1f
Per Contractor Collaboration	● ●	● ● ●	● ● ●	Appointment Documents	VBSL	1a 1b 1c 1d
Contractor Financial Collapse	●	● ● ●	● ● ●	Appointment Documents	VBSL	1a 1b 1c 1d 1e 1f
Contractor Termination	●	● ● ●	● ● ●	Appointment Documents	VBSL	1a 1b 1c 1d 1e 1f
New Stage 3 Contractors	●	● ● ●	● ● ●	Appointment Documents	VBSL	1c 1d 1e 1f
Site Access - Significant Impact Event	●	● ● ●	● ● ●	Individual Risk Assessment	VBSL / CLIENT	1a 1b 1c 1d 1e 1f
EPC	● ● ●	● ●	● ● ●	Temporary EPC to be made	VBSL / CLIENT	1a 1b 1c
UPRN	● ●	●	● ● ●	Temporary UPRN to be made	VBSL / CLIENT	1a 1b 1c



0.9 TYPICAL
DECARBONISATION PROCESS

RIBA STAGE PROCESS





RIBA Stage 1 – Preparation and Brief

Development and Maintenance of Design Programme:

- Viridis works on developing and maintaining the design programme, ensuring alignment with client requirements and deliverables.
- Monitoring Outputs & Reporting:
 - Viridis collaborates with the project team and ensures progress aligns with the agreed brief client updated.
- Consultation with Statutory Authorities:
 - Identifying statutory permissions and compliance requirements, ensuring consultations are underway early in the project.
- Priorities & Statutory Permissions:
 - Confirming the project’s statutory requirements and ensuring that necessary permissions are being sought.



RIBA Stage 2 – Concept Design

Concept Design Development:

- Viridis reviews the brief, proposing any necessary adjustments and providing advice.
- Finalising priorities in line with the brief and reporting on any physical restrictions that may affect the design.
- Design Programme for Construction:
 - Developing the design programme for construction, in collaboration with the design and construction teams.
- Statutory Permissions & Compliance:
 - Viridis oversees the consultations with statutory authorities to ensure all necessary approvals are obtained.
- Initial Cost Estimates:
 - Viridis works with the project team to monitor progress on design development and initial cost estimates, ensuring they align with the decarbonisation budget.



RIBA Stage 3 – Developed Design

Design Development & Monitoring:

- Viridis updates the design programme and monitors the progress of the design development to ensure alignment with regulations and client requirements.
- Collaboration with the project team, including contractors and specialists, to refine the design.
- Cost Plan Monitoring & Budget Updates:
 - Regularly reporting on the progress of the cost plan, ensuring the project stays within the agreed budget.
- Risk Management & Reporting:
 - Viridis assesses project risks, working with the team to develop mitigation strategies where necessary.
- Specialist Consultant Engagement:
 - Identifying the need for additional specialists or consultants, especially to meet regulatory and technical compliance requirements.



RIBA Stage 4 – Technical Design

Product Information & Specifications:

- Viridis advises on product information, ensuring the integration of contractor requirements into the project. Finalising product specifications and confirming integration with the wider project team.

Regulatory Submissions:

- Overseeing the statutory submissions and ensuring compliance with all regulations.

Procurement Advice & Contractor Selection:

- Viridis works on procurement strategies, contractor selection, and preparing tender documentation
- Issuing tender invitations, reviewing submissions, and finalising selection criteria.

Procurement & Contractor Shortlisting:

- Assisting with the tender review process, providing advice on contractor selection and contract execution.



RIBA Stage 5 – Construction

Construction Monitoring & NEC 4 Contract Management:

- Viridis manages NEC 4 contracts, ensuring contractor compliance with scope and obligations, while overseeing site visits, progress monitoring, and quality control.

Change Control & Health and Safety:

- Viridis oversees change control processes, ensuring compliance with CDM Regulations and managing risk registers to mitigate construction risks.

Stakeholder Communication:

- Facilitates communication between contractors, leading project meetings to ensure progress.

Progress Reports & Site Visits:

- Viridis provides regular progress updates including reports from site visits and corrective actions.

Commissioning & Quality Assurance:

- Oversees commissioning to ensure systems meet design requirements and manages defect correction and statutory compliance.



RIBA Stage 6 – Handover and Close Out

Handover & Defects Management:

- Viridis leads the final handover, preparing schedules for any outstanding work or snagging items, and ensuring that the final 'snagging' list is addressed before issuing the Certificate of Completion.

Completion & Certification:

- Ensuring that all test certificates and statutory approvals are in place before the formal handover, including ensuring all defects are rectified.

Post-Construction Compliance:

- Implementing post-construction compliance measures to ensure the project meets its energy-saving goals and complies with building safety standards.

Client Engagement in Handover:

- Coordinating the final handover ensuring a smooth transition of the project from construction to operational phase.

TO FIND OUT MORE

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