



PUBLIC NOTICE OF DESIGNER SELECTION

Designer Selection Board

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DSB List#:	25-25
Notice Date:	September 17, 2025
Submission Deadline:	October 08, 2025 At 2:00 PM
Project Number:	DSBA-46
Project Title:	Master Planning Services for Academic Education and Research Buildings, Campus Infrastructure, and Long-Term Capital Planning
Project Location:	Lowell, MA
Awarding Agency:	University of Massachusetts Lowell (UML)
Estimated Construction Cost:	Varies per Project: Not to exceed authority delegated pursuant to M.G.L. c. 7C §5, for an individual project.
Contract Term	Up to six (6) years
Maximum Fee Per Contract (based on the scope of the work and services authorized, shall not exceed)	\$2,000,000

Contract Type: This contract will be a “House Doctor” contract. Multiple projects of the type described in the Project Overview and Scope of Work may be assigned, and fee increments approved, up to the maximum fee per contract. Selection by the DSB under this advertisement does not guarantee that a contract will be executed with any given firm. The Awarding Agency will enter into House Doctor contract(s) with selected firm(s) at its sole discretion, based on the Awarding Agency’s needs. The Awarding Agency may award up to **five (5)** contracts, each with a total value of **\$2,000,000** to qualified designers under this contract. Awarding Authority may assign a House Doctor with which it has signed a contract to perform individual project(s) of the type described in this advertisement directly for another Commonwealth entity.

Prime Firm Requested		Immediate Service Authorized	
<input checked="" type="checkbox"/>	Architect	<input checked="" type="checkbox"/>	Draft Study
<input type="checkbox"/>	Landscape Architect	<input checked="" type="checkbox"/>	Certifiable Building Study
<input type="checkbox"/>	Engineer (Envelope)	<input type="checkbox"/>	Schematic Plans and Outline Specifications
<input type="checkbox"/>	Interior Designer	<input type="checkbox"/>	Design Development Plans and Specifications
<input type="checkbox"/>	Programmer	<input type="checkbox"/>	Construction Plans and Specifications
<input type="checkbox"/>	Construction Manager	<input type="checkbox"/>	Administration and Construction Contract
<input type="checkbox"/>	Planner	<input checked="" type="checkbox"/>	Other: Analysis, Testing, Master Plans

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AGENCY INFORMATION

UMass Lowell is a public research university set in urban, historic, downtown Lowell. The campus is spread across three locations (North, South and East campuses) within a radius of less than three miles. The campus covers over 150 acres along the Merrimack River and has over 4.9 million SF in facilities. UMass Lowell facilities include buildings, many of brick construction, ranging in age from 8 to 170 years old, and varying in size from 214 GSF to over 253,000 GSF.

UMass Lowell's campus map is available via this link: <https://www.uml.edu/maps/>



OVERVIEW AND SCOPE OF WORK

The University seeks House Doctor firms to perform analysis, planning, master plans, strategic plans, concept design and certifiable studies for academic & research buildings, and student & faculty spaces across its campuses.

The University will assign tasks based on demonstrated experience with the type and scope of the assignment.

House Doctor tasks may include, but are not limited to:

Strategic Planning

- Campus/system-wide planning and capital prioritization.
- Campus capital investment planning, project budgeting and financial analysis.
- Evaluation and/or an update of previously completed Master Plans or Building Studies.
- Development and/or confirmation of project vision, including research related to best practices nationally on modernization of building systems and space utilization.

Stakeholder Engagement

- Facilitation of discussions with stakeholders to clarify vision and programmatic aspirations.
- Workshops to gain additional feedback and review findings as required.

Space and Operations Analysis

- Space (and FF&E if required) inventory.
- Space utilization analysis focused on facility right-sizing to determine appropriate capacity needs, including operational alternatives in lieu of building expansion or feasibility for space and operational consolidation.
- Evaluation of space quality/type/configuration for intended use and alignment with modern planning standards.

Programming

- Program development.
 - Alignment with Campus Strategic Plan
 - Solicitation and incorporation of Stakeholder Input
- Translation of the programmatic data into building volumes and areas and fit testing on site.

Site Documentation, Analysis & Assessment

- Confirmation and documentation of existing site parameters and conditions
- Determination of highest and best use of the available land to accommodate future campus needs and/or potential development opportunities.
- Assessment/layout of structures, utilities, vehicular and pedestrian circulation, gradient and drainage.
- Landscape Master Planning and /or Guidelines.
 - Mobility Analysis: Transportation analysis;
 - Vehicular and pedestrian access and circulation; and
 - Parking Planning.
 - Accessibility Assessment.
 - Security Assessment.
- Decarbonization Plan Alignment

Existing Conditions Assessment and Documentation

- Review existing documentation to assess overall building and/or complex conditions.
- General site inspection.
- Building envelope, interiors and infrastructure assessment.

- Assessment and prioritization of deferred maintenance, if applicable.
- Code compliance assessment.
- Facility/Infrastructure/Space Suitability Assessments (evaluation of space quality for intended use).

Site Planning

- Review precedent studies and emerging best practices to inform future development
- Conceptual test-fit studies informed by program requirement, existing site conditions, market needs, budget constraints, and preferred building types.
- Design Guidelines for future development.

Implementation Planning

- Capital Investment Planning.
- Order-of-Magnitude cost estimating and budgeting, timelines and prioritization for Strategic Plans, Campus Master Plans and Facility Master Plans.

The scope of work may include, but is not limited to:

1. Investigation of the nature, challenges and severity of the issues to be addressed under the task order will principally involve science & engineering academic & research facilities considered as part of the campus wide system of resources to provide current and long-term support for these activities.
2. Documentation and assessment of existing conditions, including testing and analysis of current and projected utilization trends.
3. Development and evaluation, in coordination with UML participants, of programming, and alternative approaches to addressing the identified problems & opportunities. These may include multi-user programs, as well as a long term conceptual development program.
4. Proposal of alternative solutions, including phased multi-year implementation program.
5. Development of preferred solution(s) and concept design with rough order of magnitude cost estimating, including energy-efficient alternatives, energy modeling, and climate resiliency options that will incorporate requirements of Executive Order 594.
6. Documentation of process, findings and recommendations in actionable planning documents for overall program implementation.
7. Testing and Peer reviews as requested

*Note that selected House Doctor Firms will be required to use the University's project management software Trimble Unity Construct (formerly e-Builder); training will be provided by the University.

Selected House Doctors may be engaged to provide services, including but not limited to:

- Feasibility studies and strategic planning, concept design
- Analysis, planning, master planning and strategic planning for academic spaces, infrastructure supporting varied academic disciplines and research initiatives across multiple building and campus locations.
- Preparation of studies suitable for DCAMM certification.
- Cost estimating, scheduling, verifying long lead times, building code analyses, and energy planning.
- Iterative design review process that may include end users/stakeholders and impacted campus service providers. House Doctors shall be responsive to comments and feedback received during the design review process.

Below is a list of buildings, by campus. The **bolded** buildings are those likely to need the most review and planning, together with systems connecting buildings, services and spaces across campus areas. Future building acquisitions or dispositions may also be considered in selected House Doctor's scope of work.

North Campus	
Building	GSF
Ball Hall	100,836 GSF
Cumnock Hall	40,970 GSF
Dandeneau Hall	51,074 GSF
Falmouth Hall	56,928 GSF
Falmouth Annex	11,389 GSF
Lydon Library	57,644 GSF
North Parking Garage;	184,916 GSF
Olney Hall	232,613 GSF
Olsen Hall	139,628 GSF
Perry Hall	56,180 GSF
Pinanski Hall	72,511 GSF
Pulichino Tong Business Center	58,712 GSF
Saab Emerging Tech. & Innova. Center	84,652 GSF
Shah Hall	53,770 GSF
Southwick Hall	76,567 GSF

East Campus	
Building	GSF
110 Canal St.	54,558 GSF
175 Cabot St.	29,067 GSF
201 Cabot St.	24,425 GSF
Bourgeois Hall	63,460 GSF
Campus Recreation Center	69,308 GSF
Hoff Alumni Center	7,107 GSF
Donahue Hall	92,660 GSF
East Parking Garage	203,924 GSF
Fox Hall	227,004 GSF
Graduate & Professional Studies Center	56,052 GSF
Olney Hall	232,613 GSF
Leitch Hall	63,369 GSF
River Hawk Village	223,398 GSF
Tsongas Center	204,880 GSF
University Crossing	232,476 GSF
University Suites	147,965 GSF
Wannalancit Mills	150,679 GSF
Edward A. LeLacheur Park	21,327 GSF
110 Canal Street	54,588 GSF

South Campus	
Building	GSF
45 West Adams St.	28,140 GSF
Allen House	9,808 GSF
Coburn Hall	78,945 GSF
Concordia Hall	46,548 GSF
Health & Social Sciences Building	72,734 GSF
Dugan Hall	58,777 GSF
Maloney Performing Arts Center	80,818 GSF
McGauvran Center	50,956 GSF
O'Leary Library	120,433 GSF
Riverview Suites	253,745 GSF
Sheehy Hall	71,104 GSF
South Parking Garage	229,166 GSF
Weed Hall	70,424 GSF

Exterior images for the bolded buildings identified above:







If the selected House Doctor is appointed for final design, the general scope of services will be defined by the certified building study and the current version of the [DCAMM Designer Guidelines and Procedures Manual](#)¹ (dated May 2024).

APPLICATION EVALUATION

Applications will be evaluated based on the DSB criteria for selection of semi-finalist and finalist appearing on [the DSB Website](#).² The application must include resumes for the consultants associated with the specific Personnel and Project Experience listed below. Include resumes for all personnel.

Personnel

1. Architect (Prime)
 2. Higher Education Master Planner
 3. Laboratory Planner
 4. Structural Engineer
 5. Mechanical Engineer (M/P)
 6. Electrical Engineer
 7. Landscape Architect
 8. Civil Engineer
 9. Cost Estimator (independent consultant required)
 10. MA Building Code Consultant
 11. Specifications Consultant
 12. Sustainability Consultant
 13. Environmental Professional
 14. Historic Preservations Consultant
- The title “Architect” refers to design professionals that maintain a current registration with the Massachusetts Board of Registration of Architects; and
 - The title “Higher Education Master Planner” refers to design professionals who can display requisite experience in long-range master planning and pragmatic implementation strategies in study, design, and construction administration at higher education institutions; and

¹ <https://www.mass.gov/info-details/designer-procedures-and-guidelines>

² <https://www.mass.gov/files/documents/2018/12/19/criteria-for-selection-of-semi-finalists-and-finalists-160707.pdf>

- The title “Laboratory Planner” refers to design professionals that can demonstrate requisite experience in the planning, design, and construction of science laboratories, research and support spaces on higher education campuses; and
- The title “Engineer” refers to design professionals that maintain a current registration in any one of the engineering categories governed by the Massachusetts Board of Registration of Professional Engineers and of Land Surveyors; and
- The title “Landscape Architect” refers to design professionals that maintain a current registration with the Massachusetts Board of Registration of Landscape Architects; and
- The title “Sustainability Consultant” refers to design professionals who are subject matter experts in climate resilience and sustainability planning and design, and have requisite experience in carbon footprint reduction and energy reduction implementation strategies; and
- The title “Environmental Professional” refers to design professionals that can demonstrate requisite experience in environmental regulations planning and design; and
- The title “Historic Preservation Consultant” refers to design professionals that can demonstrate requisite experience in architectural preservation in planning, designing, and building projects.

Evaluation Factors

Applications will be evaluated based upon the requirements of M.G.L. C. 7C, § 49 and the work listed on DSB Application Form Sections 4 and 5 which illustrate current qualifications in the following areas:

- Projects planned through this contract are likely to include both incremental improvements and renovation, as well as major capital projects, and long range strategic campus development. Applications shall demonstrate experience with projects of this type and value in relation to the planning, renovation, repair and upgrades of academic science & engineering facilities.
- Demonstrated experience working on Master Plans for **existing and occupied higher education facilities** (academic classrooms, research and teaching laboratories, residential halls, student activity spaces, and offices and administrative spaces).
- The prime and their key team members demonstrate experience with
 - Strategic planning of multi-year capital programs for institutional facilities
 - Academic science & engineering facilities and infrastructure networks
- The prime and their key team members demonstrate experience with designing fossil fuel free HVAC, low temperature hot water systems, and low carbon fuel systems including energy efficiency, climate resilience, Passive House principles, Net Zero buildings, and the reduction of embodied carbon. Teams should demonstrate the use of metrics to measure progress toward specific design goals. When needed, expertise can be augmented by specific additions to the team.
- Demonstrated experience designing and administering work on buildings in Massachusetts/New England that are listed or eligible for the Historic Register or working within Historic Districts.
- Firms whose principals and owners are regularly actively engaged as project managers and project architects and have demonstrated experience being the prime designer on publicly bid Chapter 149, 149A and Chapter 30/39M projects in Massachusetts.

- The House Doctor, through their Diversity Focus Statement (in Section 5), shall demonstrate their firm's implementation of Diversity, Equity, and Inclusion (DEI) principles within its organization and within the design profession. The Statement shall:
 - a. document the firm's track record for meeting /exceeding DEI goals, highlighting specific project examples; and
 - b. summarize the firm's approach toward assembling an inclusive team. Focus on the roles and responsibilities of diverse internal staff assigned and the SDO certified consultants. If two firms are partnering include the distribution of the work with the partnering firms; and
 - c. describe the prime design firm's approach to DEI in terms of ownership, staffing, mentorship, equity in salary, and outreach efforts to broaden participation of underrepresented firms working on public projects.

SUPPORTING DOCUMENTS

The scope of work for this project is supported by the materials listed below, which are available for review/download on the corresponding websites.

- University of Massachusetts Lowell Website <https://www.uml.edu/>
- University of Massachusetts Lowell Design and Construction e-Library (contains the UMass Lowell Design Standards and frequently used forms) [e-Library Planning Documents](#)
- University of Massachusetts Lowell Smart Spec (instructions for E-Bidding through the online portal BidDocs) <https://www.uml.edu/facilities/planning-design-construction/project-management/forms-e-library.aspx>
- University of Massachusetts Lowell Strategic Plan <https://www.uml.edu/strategic-plan/>
- Most Recent University of Massachusetts Lowell Report Card: https://www.uml.edu/docs/Report-Card-2021-Accessible_tcm18-338619.pdf
- University of Massachusetts Lowell Energy Master Plan <https://www.uml.edu/office-sustainability/planning/energy-master-plan.aspx>

PROCUREMENT REQUIREMENTS

Procurement requirements for this public notice include, but are not limited to:

DCAMM Designer Guidelines and Procedures

The House Doctor must be familiar with the procedures established in [DCAMM's Designer Guidelines and Procedures](#)³ (dated May 2024) which provides direction and guidance to Designers who work on DCAMM Projects. This document replaces the March 2023 Designers Procedures Manual and incorporates the Guidelines for the Preparation of Studies for Building Projects.

The document is intended to set clear expectations, improve productivity, enhance communication, and ensure consistency to help Designers translate DCAMM requirements more efficiently into successful design solutions. Designers are expected to adhere to all applicable aspects of the Designer Guidelines and Procedures, including the following areas:

- **ENERGY, SUSTAINABILITY, AND CLIMATE ACTION**
Projects undertaken under this contract shall comply with the applicable requirements of [Executive Order 569 \(EO 569\)](#)⁴: Establishing an Integrated Climate Change Strategy for the Commonwealth, and [Executive Order](#)

³ <https://www.mass.gov/info-details/designer-procedures-and-guidelines>

⁴ <https://www.mass.gov/executive-orders/no-569-establishing-an-integrated-climate-change-strategy-for-the-commonwealth>

[594 \(EO 594\)](#)⁵ Leading by Example – Decarbonizing and Minimizing Environmental Impacts of State Government. No building study shall be certified for final design unless all means, methods, and commitments required to mitigate the project's impact on the environment, and the operating agency's plan for meeting goals of the relevant Executive Orders are documented in the consensus solution, implementation plan and estimated construction cost.

- **ACCESSIBILITY AND UNIVERSAL DESIGN**

The Designer's team is expected to utilize the [Goals of Universal Design](#)⁶ solutions and must comply, at a minimum, with 521 CMR, The Rules and Regulations of the [Architectural Access Board](#)⁷ as well as the [2010 ADA Standards for Accessible Design](#). The Designer's team is expected to understand and reflect in its design the civil rights obligations of the Commonwealth under [Title II of the Americans with Disabilities Act](#)⁸ to provide equal access to programs, services, activities and comply with ADA scope requirements for alteration of primary function areas, as applicable.

Deferred Maintenance Study Template

Study Format for DCAMM Certification

DCAMM strongly encourages House Doctors that are retained by **Awarding Agency** to prepare Deferred Maintenance project documentation for certification to use DCAMM's Deferred Maintenance Study Template⁹ ([Deferred Maintenance | Mass.gov](#)). The use of alternate formats or templates in the preparation and submission of a study for certification by DCAMM may result in the delay of study certification and in additional costs for the Awarding Authority.

In addition to the general project requirements found in the Designer Guidelines and Procedures document, and the Deferred Maintenance Study Template, the Designer must be familiar with the procedures, project requirements, general conditions and/or requirements of this public notice include, but are not limited to:

Affirmative Marketing

MBE/WBE Participation

The Commonwealth is committed to helping address the disparity in the participation of minorities and women in design. Along with the MBE and WBE participation goals which reflect ownership status set forth below, the DSB and the Awarding Agency are interested in learning about the applicant firm's approach and commitment to diversity in its HR policy, its overall business practices and in assembling this project team. Firms are encouraged to be creative in assembling their teams by considering dividing the work of a particular discipline, when appropriate, including work it would typically provide in house, partnering, offering opportunities to qualified firms with which it or its consultants have not previously worked or with firms that may have less experience working on public projects, and other means that provide additional opportunities for underrepresented firms in new ways and broadening the breadth of firms working on Awarding Agency projects.

Applicants, as prime firm and team lead should include in their application, under Section 5, a Diversity Focus Statement directly addressing their approach to enhancing diversity and its commitment to broadening participation by actively engaging and including underrepresented subconsultants on their project teams.

⁵ <https://www.mass.gov/executive-orders/no-594-leading-by-example-decarbonizing-and-minimizing-environmental-impacts-of-state-government>

⁶ <https://idea.ap.buffalo.edu/about/universal-design>

⁷ <https://www.mass.gov/orgs/architectural-access-board>

⁸ http://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm

⁹ <https://www.mass.gov/info-details/deferred-maintenance>

In accordance with M.G.L. C.7C, §6 and Executive Orders 565 and 592, the **Awarding Agency** has established minimum MBE and WBE participation goals of **5.4% MBE and 10.4% WBE** of the overall value of the study and final design contracts for this Contract.

Applicants must utilize both MBE and WBE firms whose participation meet these separate participation goals set for the Contract. The separate MBE and WBE participation goals must be met within the list of requested prime and sub-consultants and those MBE and WBE firms with which they team. MBE and WBE firms providing extra services, such as surveying or testing, can also contribute to the MBE and WBE participation on the project.

All applicants must indicate in their applications how it or its consultants will meet these goals and will be evaluated on that basis. Further information about the MBE and WBE participation program appears in the “Participation by Minority Owned Businesses and Woman Owned Businesses,” in the Commonwealth of Massachusetts Contract for House Doctor Services at Exhibit F, and a list of firms currently MBE or WBE certified appears on the [Supplier Diversity Office website](#).¹⁰

Applications from MBE and WBE firms as prime consultant are encouraged. Applicants that are themselves MBE or WBE certified may use their participation toward meeting the goal for the certification they hold and will be required to bring participation by additional firm(s) that holds the necessary Supplier Diversity Office certifications to meet or exceed the goals on this Contract. Applicants are strongly encouraged to utilize multiple disciplines and firms to meet the MBE and WBE goals. Consultants to the prime can team within their disciplines in order to meet the MBE and WBE goals but must state this relationship in Section 5 of the application form. Please note that only firms that are currently Massachusetts Supplier Diversity Office certified as MBE or WBE can be credited toward meeting project MBE or WBE goals.

Additional Diversity Programs

Veteran Owned Business Participation Goal – Ch. 108 of the Acts of 2012; Executive Order 599

The Commonwealth promotes and monitors the participation of Service-Disabled Veteran-Owned and Veteran-Owned Business Enterprises (collectively “VBE”) on its design projects. The goal for VBE participation on DCAMM and other Executive Branch agencies design projects is 3% of the contract price. Please note that only firms that are currently Massachusetts Supplier Diversity Office certified can be credited toward meeting the project VBE goal.

In addition, the Commonwealth encourages the participation of Disability-Owned Business Enterprises (DOBEs) and Lesbian, Gay, Bisexual, and Transgender Business Enterprises (LGBTBEs) firms on its design projects (see Executive Order 565 -No. 565: Reaffirming and Expanding the Massachusetts Supplier Diversity Program | [Mass.gov](#)).

Policies & Procedures

Financial Statement

M.G.L. c. 7C, §51 requires that on public design contracts where the total design fee is expected to exceed \$30,000 and for the design of a project for which the estimated construction cost is expected to exceed \$300,000 the Designer shall:

- a) File its latest CPA or PA audited financial statement with the Awarding Agency, and continue to do so annually throughout the term of the contract; and
- b) Submit a statement from a CPA or PA that states that they have examined management’s internal auditing controls and expresses their opinion regarding those controls to the Awarding Agency.

¹⁰ <https://www.mass.gov/orgs/supplier-diversity-office-sdo>

Workshops

The House Doctor's team may be asked to hold periodic workshops to ensure that critical issues are not overlooked and that all team members have an opportunity to contribute their expertise, to anticipate potential obstacles, to identify potential solutions, and to expedite the decision-making process. Attendance by key members of the House Doctor's team will be required at all workshops.

Environmental and Other Supplemental Services

Development of any hazardous materials assessments, specifications, and documents will be provided through the Environmental Professional design team member identified above. The Awarding Agency reserves the right to obtain supplemental services through independent consultants who will collaborate with the House Doctor's team. These supplemental services may include, but are not limited to, asbestos inspection and monitoring, and indoor air quality testing and monitoring.

Construction Specifications

The Designer shall utilize the DCAMM Standard Specification.

Cost Estimating

Cost estimates, cost models, and estimator participation in both the study and the design phases shall meet the requirements of the current DCAMM Cost Estimating Manual and will be submitted in Uniform II in the study phase and in both Uniform II to Level 3 and CSI Masterformat or other mutually agreeable format in the design phase.

Building Information Modeling (BIM)

Building Information Modeling (BIM) will be used in the study, design, and construction phases of the project. The BIM List of Services can be found [here](#).¹¹ This List of Services document is a general statement of Awarding Agency's current requirements regarding the use of BIM technology in agency projects. The specific requirements regarding use of the BIM will vary depending on the nature of the project, the levels of development delineated in the Awarding Agency's approved BIM Execution Plan for the project, and the diverse purposes for which Awarding Agency will use the BIM during the life cycle of the facility from design through facility operations. In all instances, the language of the project contract(s) will be controlling.

CONTRACT REQUIREMENTS

Awarding Agency may elect to use a customized version of DCAMM's [Contract for House Doctor Services](#).¹² A non-customized version is available at <https://www.mass.gov/doc/contract-for-house-doctor-services/download>

Applicants are advised that certain documents are required as a condition of contract execution, including, without limitation, evidence of professional liability insurance in an amount equal to the lesser of \$5,000,000 or 10% of the Project's Fixed Limit Construction Cost, but in no event less than \$250,000 per claim (i.e., minimum coverage of \$250,000 up to \$5,000,000 per claim depending on the construction cost). Evidence of pollution liability coverage in compliance with the Contract requirements may be carried by the Hazardous Materials Consultant identified above. All other coverage must be carried by the House Doctor.

CONDITIONS FOR APPLICATION

Before a designer can apply for a project within DSB jurisdiction, they must file a written "disclosure statement" in accordance with M.G.L. c. 7C, § 48. The statement provides the basis for the DSB informational database and verifies that the designer meets certain general qualification and ownership requirements detailed in M.G.L. c. 7C, §§ 44 and 48. To help firms meet this requirement, the DSB provides an online registration system that can be

¹¹ <https://www.mass.gov/doc/bim-list-of-services/download>

¹² <https://www.mass.gov/doc/contract-for-house-doctor-services/download>

accessed [here](#).¹³ Firms must register on this platform to submit the required disclosure statement; paper disclosure statement submissions are no longer accepted. As part of applying for a particular project, firms must verify that the information provided remains accurate and up-to-date or, if necessary, submit updated information.

No fewer than three (3) public agency evaluations or private sector references completed within the past five years are required to be submitted with the application. All evaluations and references should be submitted through the [Designer Selection Network](#) for attachment to the application. The Designer Selection Board and Agencies reserve the right to check additional evaluations and references as part of the application review process.

In addition to the criteria described in the public notice, the Designer Selection Board will review the applications in pursuit of the principles described in [M.G.L. c. 7C, §44 \(a\)](#).

APPLICANTS, PLEASE NOTE

Applicants are required to use the [Designer Selection Network Portal](#).¹³ New users can request credentials through the system [login screen](#).¹⁴

¹³ <https://dsb.formverse5.com/FORMVERSESERVER-DSB/WebApp/Login.aspx>

¹⁴ <https://dsb.formverse5.com/FORMVERSESERVER-DSB/WebApp/Login.aspx>