



Project: Medway Municipal Complex Project	Monthly Report No.: 3
Job No: n/a	Month of: October 2025
Architect: Dore + Whittier Architects 260 Merrimac Street, 2nd Floor Newburyport, MA 01950	Owner: Town of Medway 155 Village Street Medway, MA 02053

Director: Phil Palumbo	Email: phil.palumbo@collierseng.com
Project Manager: Angela Campbell	Email: angela.campbell@collierseng.com

Project Progress During/Through Month of October:

9/29	Designer Subcommittee Meeting; prepare and issue meeting minutes
10/6-10/10	Preparation for Designer Selection Subcommittee; notify designers
10/7	Correspondence with Designer
10/9-10/10	Prepare OPM report
10/13	Prepare PM Web project tracking
10/15-10/16	Designer Interviews, attend interviews, prepare and issue meeting minutes
10/17	Designer Subcommittee meeting to review final selection; prepare and issue meeting minutes
10/16-10/17	Prepare designer scoring
10/17	Notify designers of final selection
10/18	Update macro project schedule and project budget tracking including Site remediation
10/21	Updates to project website
10/27	Preparation for Building Committee meeting; Presentation and Designer introductions
10/27-10/28	Mail abutter communication letter
10/27-10/31	Designer fee negotiations and contract award; review proposed fee with Town
10/27-10/31	Correspondence, negotiation and budget preparation including proposed design fees

30 Day Look Ahead Summary (November):

11/6	Programming Kick-off meeting
11/7-11/30	Attend programming, design meetings; correspondence and oversight of designer progress
11/12	CM Selection Subcommittee
11/7-11-10	Prepare CMR IGO Application, get Owner approval on application, and submit CMR Application to the IG Office
11/14	Update project schedule
11/17-11/28	Neighborhood & Downtown Subcommittee meeting
11/17-11/28	Programming & concept review meetings ongoing
11/24	Present at Building Committee meeting and produce meeting minutes

Potential Issues:

	1st noted (period ending)	Status
1) None at this time.		

Attachments

- Macro Project Schedule dated 11/1/25
- Design & Bid Financial Status Report dated 11/1/25
- Demo & Soil Remediation Financial Status Report dated 11/1/25

PROGRESS PHOTOGRAPHS

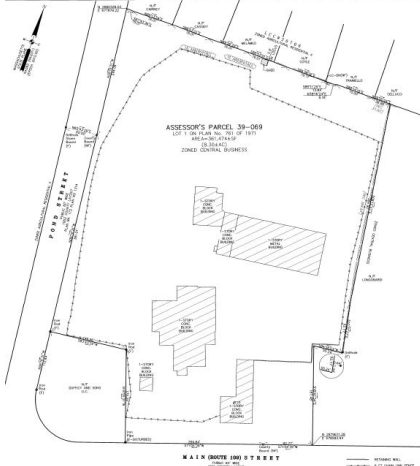


Image of site survey plan

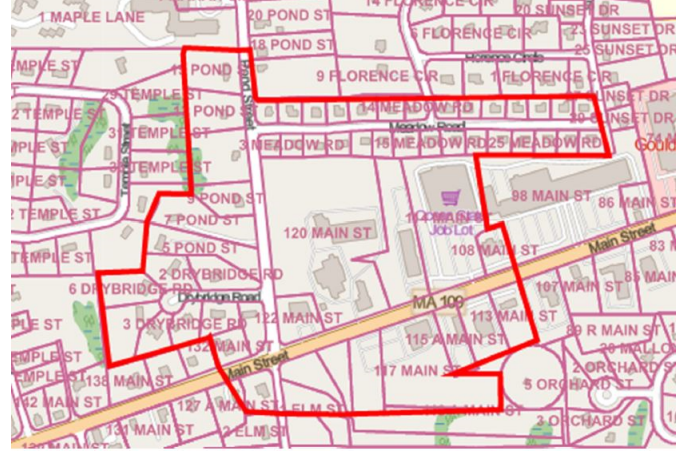


Image of a street map showing the location of the site in Medway, MA, with streets like Main Street, Temple Street, and Pond Street.

PROJECT SUMMARY: TOWN OF MEDWAY, MA		Minimum Building Footprint (sf)
SHARED SPACES SUBTOTAL:	13,031	12,640
POLICE DEPARTMENT SUBTOTAL:	20,247	10,004
FIRE DEPARTMENT SUBTOTAL:	28,782	18,517
TOWN HALL SUBTOTAL:	14,399	7,200
PROJECT GRAND TOTAL:	76,459	48,361
Future Regional Dispatch Expansion: 8,000		

Image from Dore + Whittier program development



Image from Dore + Whittier – early site analysis



Image from Dore + Whittier-early site analysis



Image from Dore + Whittier-early site analysis

End of Report

PROJECT SCHEDULE

Town of Medway

Municipal Complex Building Project

