



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: October 14, 2016

STAFF REPORTS BY DEPARTMENT



Weekly Report for October 7, 2016 – October 13, 2016

City Manager's Office

Weekly Bids Advertised
Council Meeting Agenda Schedule
MWEBE Goal Compliant Waiver Report – October 2016

Community Development

Zoning Report
Inspection Report

Health Department

Food Establishment Application Weekly Report

Law Department

Weekly Liquor License Applications Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Monday, October 17, 2016

City Council/Budget Discussion

www.cityofevanston.org/citycouncil

Tuesday, October 18, 2016

Preservation Commission

www.cityofevanston.org/preservationcommission

Housing & Community Development Act Committee - CANCELLED

<http://www.cityofevanston.org/events/2016/03/housing-community-development-act-committee-43/>

Zoning Board of Appeals

www.cityofevanston.org/zoningboard

Board of Ethics - CANCELLED

www.cityofevanston.org/boardofethics

Wednesday, October 19, 2016

Design and Project Review Committee

www.cityofevanston.org/dapr

Library Board

www.cityofevanston.org/libraryboard

M/W/EBE Advisory Committee

www.cityofevanston.org/mwebecommittee

Ladd Arboretum Committee - CANCELLED

www.cityofevanston.org/laddcommittee

Thursday, October 20, 2016

Parks and Recreation Board

www.cityofevanston.org/recreationboard



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of October 7, 2016 through October 13, 2016.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2438	2603
SERVICE REQUESTS	536	600
TOTAL CHATS	23	34
TOTAL TEXT	12	11

Top 5 Service Requests

Total

Most requested service requests (Source: PublicStuff - Open/Closed)

1. Building Permit Inspection Request	78
2. Broken Parking Meter	38
3. Rodents-Rats	27
4. Trash – Special Pick Up	24
5. Trash- Missed Bulk Pick up	15
Tree Evaluation	

Please see the following page for the Weekly Telephone Wrap up Data

Telephone Wrap-up Data At the end of each call the 311 staff selects the appropriate Category/Department for the call. The table reflects the activity for the past week.

Weekly Telephone Wrap Up Data	
Category/Department	Total
Administrative Services –Parking	279
Administrative Services -Finance	39
Administrative Services -HR	16
Administrative Services - Other	124
City Clerk’s Office	72
City Manager’s Office	25
ComDev / Economic Development	9
ComDev/ Bldg Inspections	264
ComDev / Housing Rehab	1
ComDev / Planning/Zoning	23
General Assistance	3
Fire Life Safety	40
PublicStuff Request	293
Health	92
Information	377
Law	9
Library	4
Mayor’s Office	31
Other/311	220
Other – Social Services	2
Parks – Maintenance	1
Parks – Programs/Picnics/Permits	6
Parks – Other	7
Parks/Recreation	22
Parks – Forestry	39
Parks- Recreation Programs	35
Police	134
Public Works / Fleet	6
Public Works / Street Sanitation	169
Public Works / Engineering	35
Tax Assessment Office	0
Utilities – Power	1
Utilities – Sewer	3
Utilities – Water	57
TOTAL	2438



Memorandum

To: Wally Bobkiewicz, City Manager

From: Martin Lyons, Assistant City Manager/ Chief Financial Officer
 Ashley King, Finance and Budget Manager
 Tammi Nunez, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of October 10, 2016

Date: October 14, 2016

The following is a list of projects that have been advertised and the anticipated date each will be presented to Council or Library Board.

Bids/RFPs/RFQs advertised during the Week of October 10, 2016

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Total Station & GPS Equipment Purchase	Public Works Agency	Work on this project includes procurement of Total Station and GPS Survey Equipment. The equipment shall consist of a S5 3" Robotic Total Station, TSC3 Controller, and R8 GPS Rover as manufactured by Trimble with related accessories and features as specified herein.	\$48,000	Nov 1	Nov 14

Evanston City Council Agenda Schedule - 2016

(PLEASE NOTE: Dates for agenda items are tentative and subject to change.)

2016 Meeting Dates: Jan 11, **Jan 19 (Tues)**, Jan 25, Feb 8, ~~Feb 15~~, Feb 22, Mar 14, Mar 21, Mar 28, Apr 11, Apr 18, Apr 25
 May 9, May 16, May 23, June 13, June 20, June 27, July 11, July 18, July 25, **Aug 15**, Sept 12, Sept 19, Sept 26
 Oct 10, Oct 17, Oct 24, Nov 14, Nov 21, Nov 28, Dec 12, **(Jan 9, 2017)**

B=Business of the City by Motion R=Resolution O=Ordinance
 D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business
 APW=Administration & Public Works PD=Planning & Development HS=Human Services EDC=Economic Development
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Mayor	10/24/2016	LGBT History Day	PR	CC	Francellno	
PWA	10/24/2016	Dodge Ave Bike Lane Presentation	SPB	CC	Stoneback	Action
CMO	10/24/2016	Harley Clarke	SPB	CC	Bobkiewicz	Action
CMO	10/24/2016	2017 Budget Discussion	SPB	CC	Lyons	
CMO	10/24/2016	Parking Enforcement Vehicle Purchase	B	APW	Storlie	
PWA	10/24/2016	Sheridan Rd Construction Engr Svcs	B	APW	Stoneback	
PWA	10/24/2016	Sheridan Rd Construction Funding Agmt	R	APW	Stoneback	
CMO	10/24/2016	USPS Parking Lease	R	APW	Storlie	
Admin Services	10/24/2016	Parking Meter Changes	O	APW	Storlie	
Legal	10/24/2016	Red Robin Liquor License Decrease	O	APW	Farrar	Intro and Action
Legal	10/24/2016	Liquor License Increases (7)	O	APW	Farrar	Studio 5 Suspension of Rules
Legal	10/24/2016	Ord 110-O-16 - Comprehensive Business Regulations Clean-Up	O	APW	Farrar	
Legal	10/24/2016	125-O-16, Wireless Cell Tower	O	APW	Farrar	
Admin Services	10/24/2016	120-O-16 Surplus Vehicle Sale	O	APW	Storlie	Action
CMO	10/24/2016	127-O-16, Dissolving Howard Hartrey TIF	O	APW	Lyons	Action
CD	10/24/2016	Zoning Text Amend. - Inclusionary Housing Ordinance Bonuses	O	PD	Muenzer	
	10/24/2016	Exec Session - Work Comp		CC		
CMO	10/29/2016	Special City Council Meeting - Public Hearing (Truth in Taxation, FY2017 Budget), and Preliminary Tax Levy Estimate	SPB	CC	Lyons	9:00 AM
CMO	11/7/2016	2017 Budget Discussion (if needed)	SPB	CC	Lyons	7:00 PM
CD	11/14/2016	Complete Streets Policy Revision	B	APW	Muenzer	
Admin Services	11/14/2016	Holiday Parking	B	APW	Storlie	
Admin Services	11/14/2016	Tow Ordinance Revision	O	APW	Storlie	
CD	11/14/2016	Noise Limitations (Apartments)	D	PD	Muenzer	
PRCS	11/28/2016	Park Score Card Presentation	P	CC	Hemingway	
CMO	11/28/2016	2017 Budget & 2016 Tax Levy Adoption	B	APW	Lyons	
CMO	11/28/2016	Smylie Lease	B	APW	Lyons	
CMO	11/28/2016	Right of Way Permit for ERUV	R	APW	Bobkiewicz	
PWA	11/28/2016	Ridge/Grove Right Turn Only	O	APW	Stoneback	

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PWA	11/28/2016	Benchmarking Ordinance	O	APW	Stoneback	Action (held from 9/26)
PRCS	11/28/2016	Farmers Market Regulations	O	HS	Hemingway	
PRCS	12/12/2016	Noyes Tenant Leases	R	APW	Hemingway	
PWA	1/23/2017	CMAQ Applications Approval	B	APW	Stoneback	

Council & Committee Meetings

Mon, Oct 17	7:00 PM	City Council/Budget Discussion				
Wed, Oct 19	5:30 PM	City-School Liaison Committee				
Wed, Oct 19	6:30 PM	M/W/EBE Development Committee				
Mon, Oct 24	6:00 PM	A&PW, P&D, City Council meetings				
Wed, Oct 26	6:00 PM	Transportation/Parking Committee				
Wed, Oct 26	7:00 PM	Economic Development Committee				
Sat, Oct 29	9:00 AM	Special City Council Meeting and Public Hearing: Budget				
Thurs, Nov 3	7:00 PM	Housing & Homelessness Commission				
Mon, Nov 7	6:00 PM	Human Services				
Mon, Nov 7	7:00 PM	City Council Budget Discussion				
Mon, Nov 14	6:00 PM	A&PW, P&D, City Council meetings				
Tues, Nov 14	7:00 PM	Housing & Community Development Act Committee				

DEFERRED

Dept	Date	Item	Action	Committee	Staff	NOTES
CD		Sidewalk Cafes Administrative Revisions	O	PD	Muenzer	Introduction
CMO		Fines for bikes on sidewalks	O	APW	Bobkiewicz	
Utilities		Computerized Maintenance Management System	B	APW	Stoneback	
CMO		D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv		Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv		Amendment to PEHP Resolution	R	APW	Lyons	
Law		Title 9 City Code Amendments	O	CC	Farrar	(Introduced 1.27.14)
Law		Pedicabs	O	APW	Farrar	Tabled 3.9.15 (revisit 2016)
Admin Serv		Credit Card Analysis	D	APW	Lyons	

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Law		Panhandling/Soliciting; limit residential hours to 4 pm	O	APW	Farrar	Intro 7/27/15; Held at 8/17 mtg
CMO		Animal Stray Hold Policy	O	HS	Bobkiewicz	(discussion at Animal Board mtg 7/13)

2016 MWEBE Goal Compliant

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	Total Labor Cost / LEP Labor Cost	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWA	1/11/2016	RFQ 13-12	Emer/Grn Bay Intersection Proj Phase III	\$723,803.89	-	ESI Consultants Ltd.						
						15.2%	APS Consultants				X	\$110,018.19
PWA	1/11/2016	RFP 15-55	Treated Water Storage Replacement	\$1,174,685.00	-	CDM Smith						
						6%	AAA Engineering Ltd		X			\$72,000.00
						0.6%	American Surveying	X				\$7,400.00
						12%	Terra Engineering		X			\$144,200.00
						2.7%	Vistara Construction	X				\$32,000.00
3.2%	Wang Engineering			X		\$38,000.00						
PWA	1/25/2016	Bid 16-02	2016 CIPP Sewer Wtr Main Contract A	\$192,026.30	-	Insituform Technologies, Inc						
						21%	Sheridan Plumbing		X			\$41,473.00
ADM	1/25/2016	Bid 16-03	Auditing Services	\$83,251.00	-	Sikich LLP						
						25%	Prado & Renteria CPAs	X				\$20,812.00
January Total				\$2,173,766.19								\$465,903.19
Total to Date				\$2,173,766.19		21.4%		3	3	0	2	\$465,903.19
PWA	2/8/2016	RFP 16-07	Church & Maple Garage Repair Proj	\$111,100.00	-	CTL Group						
						2%	Hatcher Family Construction			X		\$2,000.00
						23%	KPFF			X		\$25,000.00
						20%	Nest Builders Inc.	X				\$22,000.00
PWA	2/8/2016	RFP 15-66	Howard Street Theater Architectural Design	\$39,865.00	-	Ross Barney Architects						
						86%	Ross Barney Architects		X			\$34,440.00

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	Total Labor Cost / LEP Labor Cost	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount	
PWA	2/22/2016	Bid 15-67	Foster Field Athletic Lighting Renovations	\$267,765.00	-		Jasco Electric Corporation (CDBG federal funding)						
						10%	Evergreen Supply Company		X			\$26,776.50	
PWA	2/22/2016	RFP 16-01	Fleetwood Jourdain Center HVAC Improv	\$74,997.00	-		Clark Dietz Engineers						
						13.5%	Delta Engineering Services	X				\$10,010.00	
						8%	Elliott Dudnik & Associates			X		\$6,000.00	
						6.5%	RME Engineers Inc.	X				\$4,914.00	
PWA	2/22/2016	RFP 15-68	Fountain Square Renovations	\$183,321.50	-		Christopher Burke Engineering						
						4.6%	Fish Transportation		X			\$8,500.00	
						43.7%	Teska Associates			X		\$80,150.00	
February Total				\$677,048.50								\$219,790.50	
Total to Date				\$2,850,814.69		24%		5	6	4	2	\$685,693.69	
PWA	3/28/2016	RFQ 16-08	Central St Bridge Engineering Svs	\$438,008.49	-		Stanley Consultants, Inc (partial state funding w/IDOT)						
						8%	Interra, Inc.	X				\$35,671.73	
						12%	Environmental Design Inc.		X			\$54,084.96	
March Total				\$438,008.49								\$89,756.69	
Total to Date				\$3,288,823.18		23.5%		6	7	4	2	\$775,450.38	
PWA	4/11/2016	Bid 16-25	2016 CIP 1 Water Main Resurf. Project	\$1,637,841.00	\$ 200,000.00 / \$ 30,000.00		Glenbrook Excavating & Concrete Inc. (LEP Eligible)						
						0.66%	Flader Plumbing & Heating Co			X		\$10,850.00	
						1.3%	D2K Traffic Equipment & Design	X				\$21,950.00	
						1.9%	Arteaga Landscapes LLC.	X				\$31,230.00	
						3.7%	Ozinga Ready Mix			X		\$60,532.00	
						7.9%	J. Jasso Trucking Co.	X				\$130,000.00	
						9.75%	RAI Concrete Inc		X			\$159,761.50	

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	Total Labor Cost / LEP Labor Cost	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWA	4/11/2016	RFP 16-22	Various Prkg Lot Improvements	\$144,650.00	-		Gewalt-Hamilton Associates, Inc.					
						2.4%	AP Engineering PC			X		\$3,500.00
						8.5%	BH Suhr & Company			X		\$12,300.00
						11.5%	CGMT Inc	X				\$16,600.00
						3%	Teska Associates			X		\$4,500.00
PWA	4/11/2016	No Bid	Wtr Treatment Facility Roof & Masonry	\$511,273.00	\$ 50,000.00 / \$ 7,500.00		DBS Garland Inc. (LEP Eligible)					
						68%	R.E.Burke Roofing & Sheet Metal	X				\$347,828.00
PWA	4/11/2016	RFP 16-04	Gibbs Morrison Cultural Center Site Improv	\$77,641.00	-		Teska Associates, Inc.					
						48%	Teska Associates			X		\$37,300.00
						.05%	CGMT Inc	X				\$4,000.00
PWA	4/25/2016	RFQ 16-21	Dodge Ave. Bike Lane Construction	\$30,728.07	-		HRL Inc.					
						10%	Millennia Professional Services	X				\$3,081.21
	April Total			\$2,402,133.07								\$843,432.71
	Total to Date			\$5,690,956.25		28%		14	8	10	2	\$1,618,883.09
PWA	5/9/2016	RFP 16-14	Penny Park Renovations	\$478,400.00	\$ 160,000.00 / \$ 24,000.00		Elanar Construction Company (LEP Eligible)					
						4.5%	Evanston Lumber			X		\$22,000.00
						2%	Evanston Organics			X		\$10,500.00
						1%	Ozinga Ready Mix			X		\$3,081.21
PWA	5/9/2016	RFP 15-27	Wtr Trmt Plant Improv Amendments	\$445,434.00	-		CDM Smith Inc. (state funding w/IEPA)					
						4.7%	American Infrastructure Tech	X				\$21,155.00
						11.4%	Ardmore Associates		X			\$50,730.00
PWA	5/23/2016	Bid 16-37	50/50 Sidewalk Replacement	\$200,640.00			Schroeder & Schroeder Inc.					

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	Total Labor Cost / LEP Labor Cost	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
						25%	Ozinga Ready Mix			X		\$50,000.00
PWA	5/23/2016	Bid 16-32	Hwd Str Traffic Signal & Str Resurfacing	\$1,385,153.89	\$200,000.00 / \$30,000.00	Capital Cement Company (LEP Eligible)						
						2.6%	Smith Maintenance Company	X				\$36,824.50
						.7%	Turf Care Landscaping		X			\$10,180.00
						.7%	West Fuels Inc.		X			\$10,000.00
						6.1%	Ozinga Ready Mix			X		\$85,500.00
						3.8%	J Jasso Trucking	X				\$54,000.00
						10.8%	Everlights Inc.		X			\$150,000.00
PWA	5/23/2016	RFP 15-51	Hwd Str Traffic Signal & Str Resurf Phase III	\$142,932.16	-	ESI Consultants Ltd.						
						15.4%	Material Solutions Lab					\$50,000.00
PWA	5/23/2016	Bidf 16-12	Utility Bill Printing & Mailing Services	\$126,137.75	-	Sebis Direct						
						25%	Montenegro Paper, Ltd.	X				\$31,534.43
May Total				\$2,778,697.80								\$585,505.14
Total to Date				\$8,469,654.05		26%		18	12	15	2	\$2,204,388.23
LIB	6/13/2016	RFP 16-35	Architectural Svs for Main Interior	\$122,000.00	-	Lohan Studio of Wright						
						26.2%	Nest Builders Inc.	X				\$32,000.00
						9.8%	McGuire Iglesias & Associates			X		\$12,000.00
LIB	6/13/2016	Bid 16-39	North Branch Mechanical Update	\$215,500.00	-	Hayes Mechanical						
						1%	RHL Insulation & Fire Inc.		X			\$2,170.00
						3%	LaGrange Crane Service		X			\$6,420.00
						9%	Hillco Distribution Company		X			\$20,000.00
LIB	6/13/2016	Bid 16-27	Main Boiler Burner Upgrade	\$66,999.00	-	Voriss Mechanical Inc.						
						100%	Voriss Mechanical Inc.		X			\$66,999.00

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	Total Labor Cost / LEP Labor Cost	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
LIB	6/13/2016	Bid 16-28	Main Library Weaterproofing - Phs 1	\$161,895.00	-		April Building Services, Inc.					
						100%	April Building Services	X				\$161,895.00
PWA	6/13/2016	Bid 16-33	Isabella Street Bridge Deck Rehab Project	\$245,870.00	-		Rausch Infrastructure, LLC					
						3%	Work Zone Safety, Inc.		X			\$8,100.00
PWA	6/13/2016	RFP 15-48	Amedmt 1 to Engineering Svs Isabella Str Bridge	\$40,063.00	-		ESI Consultants Ltd.					
						15%	Material Solutions Lab	X				\$6,185.00
PKS	6/27/2016	RFP 16-46	Handyman Agrmt	\$50,000.00	-		Goss & Associates, Inc.					
						100%	Goss & Associates, Inc			X		\$50,000.00
Jun Total				\$902,327.00								\$365,769.00
Total to Date				\$9,371,981.05		27%		21	17	17	2	\$2,570,157.23
ADM	7/11/2016	Bid 16-40	Library Underground Parking Garage Upgrd	\$165,680.00	-		Reliable & Associates Construction Company					
						24%	Drive Construction Inc.	X				\$40,000.00
PWK	7/25/2016	Bid 16-43	Church Street & Maple Ave Garage Repairs	\$1,568,800.00	\$117,000 / \$26,550		Reliable & Associates Construction Company (LEP Eligible)					
						20%	MBB Enterprises of Chicago		X			\$308,000.00
PWK	7/25/2016	Bid 16-51	2016 CDBG Str Resurf & SNAP Lighting	\$388,628.00	-		A Lamp Concrete Company (not LEP Eligible - CDBG federally funded)					
Jul Total				\$2,123,108.00								\$348,000.00
Total to Date				\$11,495,089.05		27%		22	18	17	2	\$2,918,157.23
PWK	8/15/2016	RFP 16-47	Main St Corridor Improv	\$245,790.00	-		Stanley Consultants, Inc.					
						5.5%	Vested Strategies			X		\$13,425.00
						19.4%	Environmental Design Inc.	X				\$47,613.84

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	Total Labor Cost / LEP Labor Cost	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
						2.3%	AES Service, Inc.	X				\$5,584.00
						4.6%	Rubio Engineering Inc.		X			\$11,178.00
PWK	8/15/2016	Bid 16-55	2016 Prkg Lot Improv	\$991,458.00	-	A Lamp Concrete Company (LEP Eligible)						
						1.3%	Precision Pavement Markings	X				\$13,400.00
						4.5%	Elmund & Nelson Co.		X			\$45,325.00
						1.5%	Ozinga Ready Mix			X		\$15,000.00
						9%	Alas Trucking, Inc.	X				\$89,000.00
						9%	Saray Trucking	X				\$89,000.00
PWK	8/15/2016	Bid 16-54	Alley Paving Project	\$1,231,874.00	-	A Lamp Concrete Company (not LEP Eligible - CDBG federally funded)						
						5.8%	Alas Trucking, Inc.	X				\$71,500.00
						5.8%	Saray Trucking	X				\$71,500.00
						13.3%	Ozinga Ready Mix			X		\$165,000.00
						1%	Marking Specialist Corporation	X				\$15,988.50
PKS	8/15/2016	RFP 16-56	Outdoor Space Score Card	\$39,450.00	-	The Lakota Group						
						22.5%	Goodman Williams Group		X			\$8,880.00
PWK	8/15/2016	Bid 16-53	Washroom Renovation - Beach Houses	\$207,000.00	-	Construction Consulting & Disbursement Services (CCDS)						
						18.7%	Flader Plumbing & Heating Co				X	\$38,900.00
						8.9%	True Power Electric				X	\$18,500.00
Aug Total				\$2,715,572.00								\$719,794.34
Total to Date				\$14,210,661.05		25.6%		30	21	20	2	\$3,637,951.57
ADM	9/12/2016	RFP 16-26	Insurance Consulting Svs	\$43,000.00	-	24%	Owens Group Inc.	X				\$10,500.00
Sep Total				\$43,000.00								\$10,500.00
Total to Date				\$14,253,661.05		25.5%		31	21	20	2	\$3,648,451.57
PWK	10/10/2016	RFP 16-68	Topographic Surveying Engineering Services	\$39,182.07	-	Hampton, Lenzini & Renwirk, Inc.						

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	Total Labor Cost / LEP Labor Cost	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
						35%	Millennia Professional Services	X				\$13,715.68
PWK	10/10/2016	RFP 16-65	Forward Space Office Furniture Supplies	\$70,000.00	-	Forward Space Office Furniture						
						100%	Forward Space		X			\$70,000.00
PWK	10/24/2016	RFQ 14-16	Sheridan Rd & Chicago Ave Project - Constr Eng Svs Phase III	\$980,000.00	-	Christopher Burke Engineering (LEP Eligible)						
						25%	Material Testing Services Inc.	X				\$245,000.00
Oct Total				\$1,089,182.07								\$328,715.68
Total to Date				\$15,342,843.12		26%		33	22	20	2	\$3,977,167.25

M/W/EBE Tacking Report Legend

- PWA Public Works Agency
- ADM Administration
- HLT Health
- IT Information Technology
- CED Com Econ Dev
- LIB Library

2016 MWEBE Goal Waived

Dept.	Date	RFP/Bid #	Base Bid Amount	Project Title	Company	Reason Waived
PWA	1/11/2016	Bid 15-69	\$91,683.00	Sewer Structure Lining	Kenny Construction (Northbrook, IL)	Precludes Subcontracting Opportunities
ADM	1/11/2016	Bid 16-05	\$249,682.00	Approval of Recycle Vehicle Purchase	R.N.O.W Inc. (West Allis, WI)	Precludes Subcontracting Opportunities
		January	\$341,365.00			
		To Date	\$341,365.00			
PWA	2/8/2016	Bid 16-10	\$84,800.00	Street Sweeping and Snow Parking Signs	Roadsafe Traffic Systems, Inc. (Romeoville, IL)	Precludes Subcontracting Opportunities
		February	\$84,800.00			
		To Date	\$426,165.00			
PWA	3/14/2016	Bid 16-15	\$49,646.06	Water Distribution Materials	Mid-American Water (Wauconda, IL)	Precludes Subcontracting Opportunities
PWA	3/28/2016	Bid 16-16	\$21,300.00	Fire Hydrant Painting	Alpha Paintworks (Chicago, IL)	Precludes Subcontracting Opportunities
		March	\$70,946.06			
		To Date	\$568,057.12			
Dept.	Date	RFP/Bid #	Base Bid Amount	Project Title	Company	Reason Waived
PWA	4/25/2016		\$80,000.00	Church Street Harbor Renov - Phase 2	Smith Group JJR (Chicago, IL)	Precludes Subcontracting Opportunities
PWA	4/25/2016		\$55,000.00	Hot Mix Asphalt	Peter Baker & Son (Lake Bluff, IL)	Precludes Subcontracting Opportunities

Dept.	Date	RFP/Bid #	Base Bid Amount	Project Title	Company	Reason Waived
PWA	4/25/2016		\$29,900.00	Roof Evaluation Service	TFS Alliance Group (Chicago, IL)	Precludes Subcontracting Opportunities
		April	\$164,900.00			
		To Date	\$732,957.12			
PWA	5/9/2016		\$158,975.00	Aerial Bucket Truck Purchase	Altec Industries, Inc. (Creedmoor, NC)	Precludes Subcontracting Opportunities
		May	\$158,975.00			
		To Date	\$891,932.12			
PWA	7/11/2016		\$141,600.00	Large Diameter Rehab	Kenny Construction (Northbrook, IL)	Precludes Subcontracting Opportunities
PWA	7/25/2016		\$25,763.00	Up Fit Fleet Service Truck	Monroe Truck Equipment (Monroe, WI)	Precludes Subcontracting Opportunities
		Jul	\$167,363.00			
		To Date	\$1,059,295.12			
ADM	9/12/2016		\$37,000.00	Wheel Tax & Licensing Collection Admin	Third Millennium (Warrenville, IL)	Precludes Subcontracting Opportunities
PWA	9/12/2016		\$49,473.00	James Park Field House Roofing	G.E. Riddford Company (Arlington Heights, IL)	Precludes Subcontracting Opportunities
		Sep	\$86,473.00			
		To Date	\$1,145,768.12			
PWA	10/10/2016		\$127,674.25	CIPP Sewer Rehab Contract B	Visu-Sewer of IL (Bridgeview, IL)	Precludes Subcontracting Opportunities
		Oct	\$127,674.25			
		To Date	\$1,273,442.37			



Memorandum

To: Honorable Mayor and Members of the City Council

From: Michael Griffith, Development Planner

Subject: Weekly Zoning Report

Date: October 13, 2016

Enclosed is the weekly report of zoning applications received and pending. The report, organized by ward, includes the property address, the type of application submitted, a description of the project, date received and current status.

Please contact me at (847) 448-8155 or mgriffith@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, October 5, 2016 - October 11, 2016

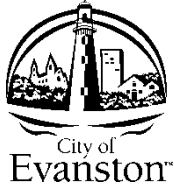
Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	2126 Orrington Avenue	Zoning Analysis	Construct new front porch, 3-season room and rear porch	10/10/16	pending staff review
2	1112 Fowler Avenue	Building Permit	demolish garage and construct new 2-car detached garage; extend existing driveway	10/04/16	pending additional info from applicant
2	819 Hartrey Avenue	Building Permit	Replace existing asphalt driveway with concrete	09/26/16	pending staff review
2	2323 Greenleaf Street	Building Permit	Construct detached garage and concrete parking pad and sidewalk at SFR	09/28/16	pending staff review
2	1702 Lake Street	Building Permit	Rebuild front porch at multi-family dwelling	09/29/16	pending staff review
2	1810 Madison Street	Building Permit	Construct new detached garage at SFR	09/30/16	pending staff review
2	1727 Washington Street	Building Permit	Construct paver patio and walk at SFR	10/03/16	pending staff review
2	1402 Brown Street	Zoning Analysis	Construct 2-unit townhome	10/10/16	pending staff review
2	1513 Greenleaf Street	Building Permit	Replace existing building with two single-family live/work homes, both to be ADA accessible	10/11/16	pending staff review
3	1134 Hinman Avenue	Building Permit	Construct new detached garage at SFR	09/27/16	pending staff review
3	425 Greenwood Street	Building Permit	Install two masonry piers at multi-family dwelling	09/30/16	pending staff review
4	1006 Ridge Avenue	Building Permit	Various interior and exterior renovation to existing SFR	03/08/16	pending additional information from the applicant
4	1144 Sherman Avenue	Zoning Analysis	remove existing walks; construct new walks in different location and paver patio	10/05/16	pending staff review
4	1223 Oak Avenue	Building Permit	Interior renovation of bathroom and attic	09/19/16	pending additional info from applicant
4	1510 Wesley Avenue	Building Permit	Interior remodel at SFR	09/22/16	pending staff review
4	1552 Wesley Avenue	Building Permit	Rebuild porch and stairs, new windows	09/28/16	pending staff review
4	1560 Sherman Avenue	Building Permit	Interior office expansion (Evanston Capital Management)	10/04/16	pending staff review
4	1130 Elmwood Avenue	Building Permit	Construct new detached garage/coach house with carport at SFR	10/04/16	pending staff review
4	1144 Sherman Avenue	Zoning Analysis	Remove existing hardscape, construct new walks and patio	10/05/16	pending staff review
4	1132 Oak Avenue	Building Permit	Replace front stairs	10/10/16	pending staff review
5	2117 Foster Street	Building Permit	Construct new detached garage	08/10/16	pending minor variation application
5	2034 Maple Avenue	Building Permit	Enlarge front porch, construct new screened rear porch	08/19/16	non-compliant, pending revisions
5	2122 Darrow Avenue	Zoning Analysis	Revisions to construct 6 unit single family attached building (tiny-homes)	08/26/16	non-compliant; pending revisions
5	1829 Simpson Street	Zoning Analysis	Demolish portion of vacant building; construct 1 and 2 story addition to convert to SFR	09/21/16	pending staff review
5	2027 Pratt Court	Building Permit	Construct new paver patio	09/28/16	pending staff review
6	2515 Thayer Street	Building Permit	Second story addition to SFR	05/12/16	pending additional information from applicant
6	2519 Harrison Street	Building Permit	Construct new SFR	06/27/16	non-compliant, pending minor variation determination
6	2507 Colfax Street	Building Permit	Construct new unilock paver parking pad next to existing concrete driveway	06/30/16	non-compliant, pending major variation application

6	2618 Isabella Street	Building Permit	2nd story addition to SFR	09/14/16	pending additional information from applicant
6	2727 Princeton Avenue	Building Permit	Replace asphalt driveway with concrete, move curb cut 10'	09/21/16	pending additional info from applicant
6	3301 Noyes Street	Building Permit	Construct new garage at SFR	10/10/16	pending staff review
6	2044 Ewing Avenue	Building Permit	Construct new 2-car detached garage to replace 1-car garage	10/11/16	pending staff review
7	2022 Central Street	Building Permit	Interior and exterior remodel (Lush Wine and Spirits)	04/15/16	pending final DAPR review
7	2529 Ashland Avenue	Building Permit	Construct new brick walk, crushed stone patio at SFR	08/02/16	non-compliant, pending revisions
7	712 Ingleside Place	Building Permit	New detached garage at SFR	09/20/16	non-compliant, pending minor variation application
7	2686 Sheridan Road	Building Permit	Interior remodel, construct deck at SFR	09/21/16	pending staff review
7	2639 Broadway Avenue	Building Permit	Gut rehab, construct new front porch, rear deck and garage at SFR	09/21/16	pending staff review
7	819 Roslyn Terrace	Building Permit	Interior remodel at SFR	09/22/16	pending staff review
7	2220 Campus Drive	Building Permit	Construct fire alarm equipment room in basement (Cook Hall - NU)	09/23/16	pending staff review
7	2311 Campus Drive	Building Permit	Construct fire alarm equipment room in lobby (Henry Crown Sports Pavilion - NU)	09/23/16	pending staff review
7	2881 Sheridan Place	Building Permit	Construct new garage, interior remodel at SFR	09/28/16	pending staff review
7	581 Ingleside Park	Zoning Analysis	Addition to SFR	09/29/16	pending staff review
7	2720 Broadway Avenue	Building Permit	2nd story addition to SFR	09/30/16	pending staff review
7	711 Roslyn Terrace	Building Permit	Construct new SFR	09/30/16	pending staff review
7	1501 Central Street	Building Permit	Install cellular antennas and equipment (Ryan Field - NU)	10/05/16	pending staff review
7	2509 Pioneer Road	Building Permit	Interior remodel at SFR	10/10/16	pending staff review
8	318 Custer Avenue	Building Permit	Basement remodel at SFR	08/01/16	pending additional information from the applicant
8	120 Dodge Avenue	Building Permit	One-story sunroom and rec. room addition in front (Dobson Plaza)	08/17/16	pending special use and major variation applications
8	2100 Brummel Street	Building Permit	Construct new walk	09/23/16	pending staff review
8	1126 Harvard Terrace	Building Permit	Enclose existing screened-in rear porch at SFR	10/11/16	pending staff review
9	742 Asbury Avenue	Building Permit	Construct shed	07/25/16	non-compliant, pending revisions
9	1327 Kirk Street	Building Permit	Construct detached garage in place of a shed at SFR	05/31/16	non-compliant, pending revisions
9	2525 Oakton Street	Building Permit	Construct ready mix concrete batch plant (Ozinga)	08/31/16	DAPR 10/19/16
9	1125 Madison Street	Building Permit	Construct paver patios at SFR	09/22/16	non-compliant, additional info/revisions from applicant
9	1010 Seward Street	Building Permit	Interior renovation at SFR	09/27/16	pending staff review
9	1704 Keeney Street	Building Permit	Replace asphalt driveway and deck with concrete driveway and patio	09/28/16	pending staff review
9	1206 Main Street	Building Permit	Install solar photovoltaic system	10/04/16	pending staff review
9	726 Madison Street	Building Permit	Replace front porch at SFR	10/11/16	pending staff review

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	2233 Sherman Avenue	Appeal	Appeal of Zoning Administrator's determination that Residential Care Home distance requirement includes Child Residential Care Homes	09/19/16	ZBA 12/20/16
4	601 Davis Street	Planned Development, Rezoning and Special Use	New 26-Story, 221 unit mixed use development with 21,020 sq. ft. of commercial space	12/23/15	Pending additional information from the applicant
4	1026 Elmwood Avenue	Major Variation	3rd story addition for an enclosed stair & side yard setback to raise existing roof at SFR	08/09/16	ZBA 11/01/16
5	1924 Grey Avenue	Zoning Complaint	Illegal landscaping business	10/08/15	Re-inspected 08/30/16, notice sent 09/02/16; checked 10/07/16 did not observe a violation
6	2301 Lawndale Avenue	Major Variation	Street side yard & interior side yard setbacks for a 1-story addition at SFR	09/12/16	ZBA 10/18/16
6	3501 Hillside Road	Major Variation	12.2' rear yard setback for 2-story addition at SFR	09/22/16	ZBA 10/18/16
6	2519 Harrison Street	Minor Variation	Building lot increase from 30% to 32.54% and detached garage height from 20' to 25.6', for new SFR and new detached garage	10/04/16	Determination after 10/18/16
6	2742 Bennett Avenue	Minor Variation	Building lot increase from 30% to 38.54% and impervious lot coverage from 45% to 52.46 for 18'x22', 2-car detached garage	10/06/16	Determination after 10/26/16
7	811 Clinton Place	Minor Variation	Building lot increase from 31.5% to 33% for 2nd story addition to residence and larger 2-car detached garage	09/27/16	Historic Preservation 10/18/16



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: October 14, 2016

Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

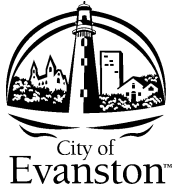
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update
Cases Received, October 14, 2016

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Fences and sidewalks are well kept and soil erosion reports are current. Streets are clean of mud and debris. Weeds and grass are maintained.	10/10/2016
2	1613-27 Church Street (Church Street Village)	New 8 Unit Townhomes	Construction fence is in good condition and sidewalks and streets are clear. Foundation work has been completed.	10/10/2016
3	835 Chicago Avenue (9-story mixed-used)	Commercial/Residential	Fences and sidewalks are in good condition and the alley and catch basin are clean. All construction conditions comply. Occupancy of lower level and units through 9th floor has been approved.	10/10/2016
4	1571 Maple Avenue	Mixed Use Building	Steel framework and pre-cast concrete decking are in progress. The 1st floor deck is in place and floor joints have been grouted. There are no obstructions in the public ways. Catch baskets are free of dirt. Fencing and dust control screening is in place and plumb.	10/10/2016
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Glass guards are partially installed around the main floor stairway opening. Exterior of the job is clean and in order. Catch basket is clean.	10/10/2016
5	1911 Church Street (Y.O.U. Building)	New Youth Center	Rough plumbing, mechanical, and electrical are nearing completion. The exterior masonry is in progress at all sides of the building and roof membrane has been applied. Catch baskets are clean. The construction fences, silt fences and windscreen are in place and stand plumb.	10/13/2016
7	1620 Central Avenue	New 47 Unit Apartment Building	Public right of way was clear at the time of inspection. Concrete driveway along the east side has been being installed. Temporary lighting is installed in the common hallways. Catch baskets on Central and the alley were functional. Construction fencing is secure.	10/10/2016
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Finish work is being completed. Mechanical areas are complete. Site is in good condition and fences are present and stand plumb. Catch baskets are cleared weekly and tire washing is in effect for all trucks leaving the site.	10/13/2016
7	2255 Campus (Ryan/Walter Athletic Center)	Lakeside Athletic Facility	Construction and soil erosion fences are in place and plumb. Caisson installation is complete. Shoring panels are being installed at the south end of the project in preparation for excavation of natatorium. The job site is being kept in order.	10/10/2016

7	560 Lincoln (NU Residence Hall)	New Dormitory	The job is active with all trades on site. Exterior masonry and roofing are in progress. Site is well kept. Fences and windscreens stand plumb. Tire washing is in effect for all trucks leaving the site. Catch baskets at neighboring storm structures are empty.	10/12/2016
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Memorandum

To: Honorable Mayor and Members of the City Council

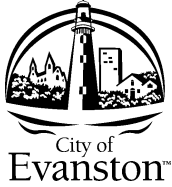
From: Carl Caneva, Assistant Director Health and Human Services Department

Subject: Food Establishment Application Weekly Report

Date: October 14, 2016

There were no new applications for food establishments for the week of October 9, 2016

Please contact me at 847/859.7831 or ccaneva@cityofevanston.org if you have any questions or need additional information.



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: October 14, 2016

Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the type and description of license requested, date received and current status.

Please contact me at (847) 448-8160 or twhittington@cityofevanston.org if you have any questions or need additional information.

Liquor Licensing Weekly Report

Liquor Applications Received and Pending

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROPOSED HOURS for LIQUOR SALES	DATE REC'D	STATUS ¹
2	Studio 5	1934 Dempster	U	Live Theater (Liquor)	Sun: 2 pm-10 pm; Mon-Fri: 7 pm-12 am; Sat: 1 pm-12 am	9/12/16	Pending City Council Introduction
2	The Caterist	940 Pitner Ave., Suite 5	T	Caterer (Beer/Wine)	Sun: 10 am-2 am; Mon-Thu: 10 am-1 am; Fri-Sat: 10 am-2 am	9/13/16	Pending City Council Introduction
3	Asian Cajun Too	1322 Chicago Ave	D	Restaurant (Liquor)	Sun: Noon – 9pm; Mon – Thu: 3pm – 10 pm; Fri: 3 pm – 11 pm; Sat: Noon – 11 pm	8/2/16	Pending City Council Introduction
3	Meta Wine	600 Main Street	P-3	Craft Winery	Sun-Th: 10 am – 12 am; Fri – Sat: 10 am – 1 am	9/21/16	Pending City Council Introduction
4	Sam's Chicken & Ribs	1639 Orrington	D	Restaurant (Liquor)	Sun: 11 am – 10 pm; Mon – Sat: 11 am – 11 pm	9/12/16	Pending City Council Introduction
7	Pita 1	1926 Central Street	H	Restaurant (Liquor)	Sun: 11 am – 8 pm; Mon – Thu: 11 am – 9 pm; Fri: 11 am – 1 am ; Sat: 11 am – 1 am	9/12/16	Pending Liquor Board Meeting
8	North Shore Cider	707 Howard Street	P-4	Craft Winery	Sat-Sun: Noon – 4 pm; Thu – Fri: 3:30 pm – 7:30 pm	9/12/16	Pending City Council Introduction

¹ Applicants are first noticed to the Liquor Licensing Review Board before proceeding to City Council



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING OCTOBER 14, 2016

See You Next Week!

The NWMC Board will meet on Wednesday, October 19, 7:00 p.m. in Room 1604 of Oakton Community College in *Des Plaines*. Highlighting the agenda will be consideration of the NWMC FY15-16 audit as well as a preview of the general assembly's fall veto session and development of the 2017 NWMC Legislative Program. We look forward to seeing you next week! *Staff contacts: Mark Fowler, Larry Bury*

Surplus Vehicle and Equipment Auction Continues to Grow – Come Check It Out

As we have been reporting, the fall NWMC live surplus vehicle and equipment auction will be held on Tuesday, October 25, 1:00 p.m. at America's Auto Auction Chicago in Crestwood. Members of the South Suburban Mayors & Managers Association, Metro West Council of Government and DuPage Mayors and Managers Conference will also participate in this and future auctions. This partnership is paying off as over 60 vehicles will be sold from the following municipalities: *Crete; Des Plaines; Evanston; Lansing; Lincolnshire; Morton Grove; Oak Forest; Palatine; Posen; Rolling Meadows; Sauk Village; Skokie; Skokie Library; South Holland; Tinley Park; and, Wilmette.*

There is still time to participate, so please contact America's Auto Auction Commercial Account Manager Bruce Uhter, Bruce.Uhter@americasautoauction.com, 708-389-4488 (office) or 219-713-0327 (cell) or sales representative Jim Fee, jamesfee7522@yahoo.com or 773-315-0293. Municipal officials who are curious and would like to observe the auction in person are more than welcome, so please contact staff to make arrangements. *Staff contact: Ellen Dayan*

Register Today for the Vendor Managed Inventory Lunch & Learn

There is still time to register for the NWMC Public Works Directors Committee lunch and learn session on Vendor Managed Inventory (VMI), scheduled for Thursday, October 27 at the NAPA Distribution Center, 700 Enterprise Court in Naperville. The presentation will begin at 11:00 a.m., with lunch and walk through of their distribution center and then attendees will visit the Village of Downers Grove Fleet facility, 700 Curtiss Street, where the NAPA VMI program has been in place since November, 2015.

Highlights of a VMI program and how it helps government fleets drive efficiencies and reduce costs are as follows:

- As part of the implementation process, the VMI supplier will usually buy or otherwise help dispose of the municipality's current usable inventory resulting in an immediate hard dollar savings.
- A fully functional vendor managed inventory system will eliminate part obsolescence, duplication and surplus. Studies have shown that a typical fleet shop will carry an average of 10%-15% obsolete parts on their inventory. With a vendor managed inventory system you only pay for the parts you use.
- VMI solutions are designed to stock all types of parts required for all types of fleet equipment: light/medium/heavy duty vehicles; snow plows; utility vehicles; pursuit vehicles; buses; off-road equipment, etc. Any part for any type of vehicle (or piece of equipment) can be acquired, maintained and be ready for use.

- The best VMI systems are not designed with the intention that the government will use specific brand parts. This is a critical point. The system will use a national database of suppliers to ensure availability of all types of parts from all manufacturers to meet the specific need of the fleet.
- A VMI solution will significantly reduce transaction costs and processing time. With fewer purchase orders to complete and process, fewer invoices to receive and process, fewer credits to manage, fewer receipts to maintain, fewer backorders, etc., a government can reduce their invoices for all part purchases down to one or two per month.
- A VMI supplier will provide software that will create efficiencies and generate reports that most fleets do not have the capability to produce today. The software is designed to integrate with most current fleet software systems.
- Shop productivity will increase and fleet downtime will decrease – no need to spend time picking up parts, managing the inventory, etc.
- If use of local or diverse business suppliers is important to the agency, the VMI supplier will help meet those goals.
- Savings will result from: lower cost of parts overall; fewer contracts to bid/manage; fewer transactions/invoices to process (maybe from hundreds to just a few); and, no inventory carrying costs as the government would no longer be buying parts only to sit on a shelf. VMI is a just-in-time approach to buying fleet parts.

Any local government official or staff who could benefit from attending the lunch & learn is welcome to participate. Please RSVP to Ellen Dayan, 847-296-9200, ext. 132 or edayan@nwmc-cog.org by Friday, October 21. *Staff contact: Ellen Dayan*

Mayors Caucus Housing Committee Discusses Regional Market Analysis

On Tuesday, the Metropolitan Mayors Caucus Housing and Community Development Committee met at the offices of the DuPage Mayors and Managers Conference in Oak Brook. Staff from DePaul University's Institute for Housing Studies presented a draft report analyzing housing submarkets in the region. Submarkets in the study were divided by census tracts based on housing affordability, housing stock, investment and market conditions as well as demographic and socioeconomic characteristics. The analysis, which will be officially released in 2017, can be used in conjunction with the Mayors Caucus' existing *Homes for a Changing Region* toolkit to allow municipalities to analyze their own housing stock. The Institute for Housing Studies has a data portal, www.housingstudies.org, which provides for information on housing conditions in Cook County municipalities.

The Committee also discussed the National League of Cities Race, Equity and Leadership (REAL) Council. The council aims to strengthen the leadership capacity of local officials in addressing the impact of race and equity issues in their communities. REAL hosts events designed to assist municipalities approach these issues and begin community conversations to strengthen community-police relations. The committee discussed the possibility of holding one or more REAL events in the Chicago region. For more information, please visit <http://www.nlc.org/build-skills-and-networks/resources/real> or contact staff. *Staff contact: Brian Pigeon*

Meetings and Events

NWMC Bicycle & Pedestrian Committee will meet Tuesday, October 18 at 10:30 a.m. at the NWMC offices.

NWMC Board of Directors will meet Wednesday, October 19 at 7:00 p.m. at Oakton Community College, Room 1604 in *Des Plaines*. **Please note date change.**