



Business Operations Division
Office of Small Business Development

Tom Barrett
Mayor

Rhonda U. Kelsey
City Purchasing Director

Nikki Purvis
Manager

Date: August 24, 2015

To: Alderman Jim Bohl

From: Nikki Purvis, Manager – Office of Small Business Development (OSBD)

Re: ZND Committee Communication File

I am seeking approval to introduce a communication file titled “Quarterly Report regarding SBE and RPP participation on the Northwestern Mutual Towers and Commons project” at the Zoning, Neighborhoods, and Development Committee on Tuesday, September 15, 2015. Representatives from Northwestern Mutual will present the 4th Quarter, 2014, and 1st Quarter, 2015, reports.

Thank you in advance for your consideration.