



**London N. Breed**  
**Mayor**

**TO:** Angela Calvillo, Clerk of the Board of Supervisors

**FROM:** Dr. Grant Colfax  
Director of Health

**DATE:** 9/20/2021

**SUBJECT:** Gift Accept and Expend

**GIFT TITLE:** Accept and Expend In-Kind Gift - Zeiss Forum Software Licenses - \$59,949

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Attached please find the original and 1 copy of each of the following:

- Proposed gift resolution, original signed by Department
- Gift information form, including disability checklist -
- Budget and Budget Justification
- Gift application: Not Applicable. No application submitted.
- Agreement / Award Letter
- Other (Explain):

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Gregory Wong (greg.wong@sfdph.org) Phone: 554-2521

Interoffice Mail Address: Dept. of Public Health, 101 Grove St # 108

Certified copy required Yes

No