



OFFICE OF THE CONTROLLER
CITY AND COUNTY OF SAN FRANCISCO

Ben Rosenfield
Controller

Todd Rydstrom
Deputy Controller

May 29, 2018

Naomi Kelly, Director
General Services Agency – City Administrator
City Hall, Room 362
San Francisco, CA 94102-4683

Attn: Jennifer Johnston, Deputy City Administrator

RE: Contracting for Fleet Security – FY 2018-19

The cost information and supplemental data provided by your office on the proposed contract referenced above has been reviewed by my staff.

If these services are provided at the proposed contract price, it appears they can be performed at a lower cost than if the work were performed by City employees.

The requirements of Charter Section 10.104.15 relative to the Controller's findings that work or services can be practically performed under private contract at a lesser cost than similar work performed by employees of the City and County of San Francisco have been satisfied. Attached is a statement of projected cost and estimated savings for Fiscal Year 2018-19 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Following the approval of the Board of Supervisors, we will notify your department and the Purchaser that this Charter requirement has been met. Please contact Risa Sandler at 415-554-5254 if you have any questions regarding this determination.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Rosenfield", with a long horizontal flourish extending to the right.

Ben Rosenfield,
Controller

Enclosures

cc: Board of Supervisors' Budget Analyst
Human Resources, Employee Relations

ADM
 232178 Fleet Management
 Fleet Security Contract
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2018-19

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate per FTE		Annual Cost	
			Low	High	Low	High
Building & Grounds Patrol Officer	8207	3.0	2,243	2,727	\$ 174,981	\$ 212,740
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
Night/ Shift Differential (5PM-7AM) 8%					\$ 6,416	\$ 7,800
Holiday Pay (time and a half)					\$ 3,702	\$ 4,500
TOTAL Other Pay:					10,117	12,301

Total FTE	3.0	Low	High
		\$ 174,981	\$ 212,740
Total of Other Compensation-->		\$ 10,117	\$ 12,301

FRINGE BENEFITS

Benefits per FTE (Job Class 8207)	FTE	Low	High
	3.00	27,780	33,775
Total Fringe Benefits		\$ 83,340	\$ 101,324

ADDITIONAL CITY COSTS

	0	0
	0	0
	0	0
Total Capital & Operating	0	0

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$ 268,438	\$ 326,365
LESS: ESTIMATED TOTAL CONTRACT COST	\$ 147,174	\$ 148,817
ESTIMATED SAVINGS	\$ 121,264	\$ 177,548
% of Savings to City Cost	45%	54%

Comments/Assumptions:

1. These services have been contracted out since 1983.
2. Salary levels reflect rates found in BPMS on May 24, 2018
3. Variable fringe benefits consist of employer retirement, Social Security, Medicare, unemployment,
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. The estimated City cost does not include materials, supplies, and uniforms; if included these costs would increase the estimated savings to the City.
6. Contract cost estimates include 0.05 FTE for contract monitoring.