



OFFICE OF THE CONTROLLER
CITY AND COUNTY OF SAN FRANCISCO

Greg Wagner
Controller
ChiaYu Ma
Deputy Controller

April 24, 2026

Michael Martin, Executive Director
Port of San Francisco
Pier 1, The Embarcadero
San Francisco, CA 94111

Attention: Meghan Wallace, Deputy Director of Finance & Administration

RE: Contracting for Janitorial Services – FY 2026-27 & FY 2027-28

The cost information and supplemental data provided by your office on the proposed contract referenced above have 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 2026-27 and Fiscal Year 2027-28 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 Devin Macaulay at Devin.Macaulay@sfgov.org if you have any questions regarding this determination.

Sincerely,

/s/ Greg Wagner
Greg Wagner,
Controller

Enclosures

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

PRT - Port
 Janitorial Service (24164)
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES
 FISCAL YEAR 2026-27

PROJECTED PERSONNEL COSTS				
Job Class Title	Job Class	FTE	FY 2026-27 Personnel Cost Low	FY 2026-27 Personnel Cost High
Custodian	2708_C	6.00	\$ 655,600	\$ 768,566
Custodial Supervisor	2718_C	1.00	\$ 127,894	\$ 150,748
Porter	2736_C	1.00	\$ 110,760	\$ 129,587
Sum:		8.00	\$ 894,254	\$ 1,048,901

ADDITIONAL CITY COSTS				
Item Description	Nbr of Units	Notes / Unit Measure	FY 2026-27 Low Estimate	FY 2026-27 High Estimate
Janitorial supplies (cleaning supplies, paper products, uniforms, etc.)	0		\$ 55,000	\$ 65,000
Vehicles and fuel	0		\$ 25,000	\$ 35,000
Total Non-Personnel Costs:			\$ 80,000	\$ 100,000

ESTIMATED TOTAL CITY COST \$ 974,254 \$ 1,148,901

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST		\$ 974,254	\$ 1,148,901
LESS: ESTIMATED TOTAL CONTRACT COST		\$ 643,787	\$ 714,535
ESTIMATED SAVINGS		\$ 330,467	\$ 434,366
	% of Savings to City Cost	33.92%	37.81%

PRT - Port

Janitorial Service (24164)

COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES

FISCAL YEAR 2027-28

PROJECTED PERSONNEL COSTS				
Job Class Title	Job Class	FTE	FY 2027-28 Personnel Cost Low	FY 2027-28 Personnel Cost High
Custodian	2708_C	6.00	\$ 693,011	\$ 811,149
Custodial Supervisor	2718_C	1.00	\$ 135,037	\$ 158,936
Porter	2736_C	1.00	\$ 117,127	\$ 136,818
Sum:		8.00	\$ 945,175	\$ 1,106,903

ADDITIONAL CITY COSTS				
Item Description	Nbr of Units	Notes / Unit Measure	FY 2027-28 Low Estimate	FY 2027-28 High Estimate
Janitorial supplies (cleaning supplies, paper products, uniforms, etc.)	0		\$ 55,000	\$ 65,000
Vehicles and fuel	0		\$ 25,000	\$ 35,000
Total Non-Personnel Costs:			\$ 80,000	\$ 100,000

ESTIMATED TOTAL CITY COST \$ 1,025,175 \$ 1,206,903

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$ 1,025,175	\$ 1,206,903
LESS: ESTIMATED TOTAL CONTRACT COST	\$ 669,946	\$ 818,129
ESTIMATED SAVINGS	\$ 355,229	\$ 388,774
% of Savings to City Cost	34.65%	32.21%