



OFFICE OF THE CONTROLLER
CITY AND COUNTY OF SAN FRANCISCO

Ben Rosenfield
Controller
Todd Rydstrom
Deputy Controller

May 31, 2022

Carmen Chu, Director
General Services Agency – City Administrator
City Hall - 1 Dr. Carlton B. Goodlett Place, Room 362
San Francisco, CA 94102-4683

Attention: Kenneth Bukowski, Deputy City Administrator

RE: Contracting for Real Estate Division Custodial Services – FY 2022-23

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 2022-23 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 Risa.Sandler@sfgov.org if you have any questions regarding this determination.

Sincerely,

/s/

Ben Rosenfield,
Controller

Enclosures

cc: Board of Supervisors' Budget Analyst
Human Resources, Employee Relations
Trisha McMahon, Budget and Planning Manager

296644 ADM Internal Services - Real Estate Division
 Custodial Services for RED Buildings
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES
 FISCAL YEAR 2022-23

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	
Custodian	2708	25.0	\$ 2,387	\$ 2,866	1,557,752	1,870,050	
Custodian - temporary status	2708	8.0	\$ 2,387	\$ 2,866	498,481	598,416	
Custodial Assistant Supervisor	2716	2.0	2,627	3,153	137,113	164,602	
Custodial Supervisor	2718	1.0	2,896	3,476	75,582	90,735	
Management Assistant	1842	0.1	3,402	4,084	8,878	10,658	
Manager II	0923	0.05	5,366	6,442	7,003	8,407	
Holiday Pay (if applicable)	n/a	n/a			4,297	5,159	
Night / Shift Differential (if applicable)	n/a	n/a			149,148	179,049	
Total FTE		36.2					
					Total Salary Costs--->	\$ 2,284,810	\$ 2,742,869
					Total of Other Compensation--->	\$ 153,445	\$ 184,207

FRINGE BENEFITS

Job Class	\$ Amount	Low	High
Benefits per FTE--Job Class #:	2708		
		36,624	
Benefits per FTE--Job Class #:	2708		
		36,624	
Benefits per FTE--Job Class #:	2716		
		38,674	
Benefits per FTE--Job Class #:	2718		
		40,981	
Benefits per FTE--Job Class #:	1842		
		45,314	
Benefits per FTE--Job Class #:	0923		
		65,620	
Total Fringe Benefits		\$ 1,202,389	\$ 1,334,733

ADDITIONAL CITY COSTS

Materials and Supplies	\$ 275,957	\$ 275,957
Uniform	\$ 13,457	\$ 13,457
Total Capital & Operating	\$ 289,414	\$ 289,414

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$ 3,930,057	\$ 4,551,224
LESS: ESTIMATED TOTAL CONTRACT COST	\$ 2,269,279	\$ 2,275,219
ESTIMATED SAVINGS	\$ 1,660,778	\$ 2,276,005
% of Savings to City Cost	42%	50%