

File No. 146487

Committee Item No. 4

Board Item No. 25

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date May 14, 2014

Board of Supervisors Meeting

Date June 3, 2014

Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER

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Completed by: Linda Wong

Date May 9, 2014

Completed by: L.W.

Date May 28, 2014

1 [Proposition J Contract Certification - Specified Contracted-Out Services Previously Approved]

2
3 **Resolution concurring with the Controller's certification that services previously**
4 **approved can be performed by private contractor for a lower cost than similar work**
5 **performed by City and County employees for the following services: information booths,**
6 **security, parking operations, and shuttle bus (Airport); citations processing, towing,**
7 **paratransit, parking meter, security, and transit shelter (Municipal Transportation**
8 **Agency); security and janitorial (Port); security (Public Utilities Commission).**

9
10 WHEREAS, The Electorate of the City and County of San Francisco passed Proposition
11 J in November 1976, allowing City and County Departments to contract with private companies
12 for specific services which can be performed for a lower cost than similar work by City and
13 County employees (Charter Section 10.104.15); and

14 WHEREAS, The City has previously approved outside contracts for the services listed
15 below; and

16 WHEREAS, The Controller has determined that a Purchaser's award of a contract for
17 the services listed below to a private contractor will continue to achieve substantial cost savings
18 for the City; and

19 WHEREAS, The City and County of San Francisco must reconcile a projected \$66.7
20 million budget deficit for Fiscal Year 2014-2015 and a projected \$133.4 million budget deficit for
21 Fiscal Year 2015-2016 with a Charter obligation to enact a balanced budget each fiscal year;
22 and

23 WHEREAS, The Mayor has determined that the state of the City's budget for Fiscal Year
24 2014-2015 and Fiscal Year 2015-2016 as indicated herein has created an emergency situation
25 justifying a Purchaser's award of a contract for the following services: information booth,

1 security, parking, and shuttle bus services (Airport); citations processing, towing, paratransit,
 2 parking meter, security, and transit shelter services (MTA); security and janitorial services
 3 (Port); security services (PUC); and

4 WHEREAS, The Controller's certification, which confirms that said services can be
 5 performed at lower costs to the City and County by private contractor than by employees of the
 6 City and County, is on file with the Clerk of the Board of Supervisors in File No. 146478,
 7 which is hereby declared to be part of this resolution as if set forth fully herein; now, therefore
 8 be it;

9 RESOLVED, That the Board of Supervisors hereby concurs with the Controller's
 10 certification, and the Mayor's determination of an emergency situation, and approves the
 11 Proposition J Resolution concerning the Purchaser's award of a contract to a private contractor
 12 for the services listed below for the period of July 1, 2014 through June 30, 2015.

14		City Cost	Contract Cost		
15	Department/Function	(High)	(High)	SAVINGS	FTEs
16	Airport (AIR)				
17	Info Booths	3,629,365	2,038,167	1,591,199	29.7
18	Security Services	2,407,066	1,780,012	627,053	28.0
19	Parking Operations	26,099,189	19,359,276	6,739,913	226.5
20	Shuttle Bus	13,866,359	10,428,071	3,438,288	98.0
21	Municipal Transportation Agency (MTA)				
22	Citations Processing	8,880,534	8,112,496	768,037	48.0
23	Towing Services	16,824,357	14,027,967	2,796,390	112.00
24	Paratransit Services	36,710,794	20,495,569	16,215,224	341.3

	City Cost	Contract Cost		
Department/Function	(High)	(High)	SAVINGS	FTEs
Parking Meter Services	4,168,354	3,512,649	655,705	41.0
Security Services	8,300,490	6,316,572	1,983,918	100.0
Transit Shelter Services	444,072	377,741	66,331	3.0
Port (PRT)				
Security Services	1,683,774	708,208	975,566	15.0
Janitorial Services	548,271	300,105	248,166	6.0
Public Utilities Commission (PUC)				
Security Services	434,865	153,446	281,419	4.0

RESOLVED, That the Board of Supervisors hereby concurs with the Mayor's determination that the state of the City's budget for fiscal year 2015-16 as indicated herein has created an emergency situation and concurs with the Controller's certification and approves the Proposition J Resolution concerning the Purchaser's award of a contract to a private contractor for the services listed below for the period of July 1, 2015 through June 30, 2016.

	City Cost	Contract Cost		
Department/Function	(High)	(High)	SAVINGS	FTEs
Airport (AIR)				
Info Booths	3,608,142	2,099,645	1,508,497	29.7
Security Services	2,393,144	1,780,104	613,040	28.0
Parking Operations	26,090,555	19,933,707	6,156,847	226.5
Shuttle Bus	13,866,359	10,428,071	3,438,288	98.0

		City Cost	Contract Cost		
	Department/Function	(High)	(High)	SAVINGS	FTEs
3	Municipal Transportation Agency (MTA)				
4	Citations Processing	8,855,758	8,026,148	829,611	48.0
5	Towing Services	17,089,834	14,548,501	2,541,332	112.00
6	Paratransit Services	36,586,598	21,116,844	15,469,753	341.3
7	Parking Meter Services	4,281,705	3,514,127	767,578	41.0
8	Security Services	8,268,333	6,316,572	1,951,761	100.0
9	Transit Shelter Services	442,703	384,991	57,712	3.0
10	Port (PRT)				
11	Security Services	1,731,349	755,667	975,682	15.0
12	Janitorial Services	554,454	308,466	245,987	6.0
13	Public Utilities Commission (PUC)				
14	Security Services	431,546	153,446	278,100	4.0
15					
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25					



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

John L. Martin
Airport Director
San Francisco International Airport
International Terminal, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

Attention: Bruce Robertson, Budget Director
San Francisco International Airport
Terminal 2, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

RE: Airport Information Booth – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Airport Information Booth services 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 (FY) 2014-15 and FY 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

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

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 INFORMATION BOOTH CONTRACT
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Senior Operational Manager	9143	1.0	4,766	5,794	124,393	151,223
Accountant	1650	1.0	2,236	2,719	58,360	70,966
Airport Operations Coordinator	0923	1.0	3,696	4,717	96,466	123,114
Sr. Management Assistant	1844	2.0	2,819	3,426	147,152	178,837
Management Assistant	1842	3.0	2,459	2,989	192,540	234,039
Passenger Service Specialist	1634	13.8	2,319	2,819	835,257	1,015,347
Transit Information Clerk	1632	6.5	2,053	2,496	348,291	423,446
Account Clerk	1630	1.4	1,773	2,156	64,785	78,780
Bilingual Pay					-	-
Holiday Pay (if applicable)					59,249	72,211
Night / Shift Differential (if applicable)					52,852	64,415
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		29.70			1,979,345	2,412,380

FRINGE BENEFITS

Variable Fringes (3)					611,306	726,792
Fixed Fringes (4)					393,879	393,879
Total Fringe Benefits					1,005,186	1,120,671

ADDITIONAL CITY COSTS (if applicable)

Flight Information Service					48,000	48,000
Communications					7,500	7,500
Office/booth supplies - (DBE)					12,000	12,000
Uniforms					3,000	3,000
POS System maintenance support					1,500	1,500
POS Web portal Maintenance					4,110	4,110
Technical support consultant					3,000	3,000
ADM Uniforms					2,000	2,000
Printing					3,000	3,000
OAG Subscription					1,105	1,105
Subway Gift Cards for ADM's					1,000	1,000
Monthly payment to Traveler's Aid					600	600
Dry Cleaning - (DBE)					2,000	2,000
Training Support - (DBE)					2,500	2,500
Contingency for supplies/services as needed.					5,000	5,000
Total Capital & Operating					96,315	96,315

ESTIMATED TOTAL CITY COST

3,080,846 3,629,365

LESS: ESTIMATED TOTAL CONTRACT COST

(2,035,385) (2,038,167)

ESTIMATED SAVINGS

\$ 1,045,460 \$ 1,591,199

% of Savings to City Cost

34% 44%

Comments/Assumptions:

1. FY 1990 would be/was the first year these services are/were contracted out.
2. Salary levels reflect proposed salary rates effective July 1, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. Estimated City capital and operating costs are included in the estimate total contract cost.
6. The Estimated Contract Cost for annual services is based upon contractor's bid for services and contract monitoring costs. Total includes 0.10 FTE for contract monitoring.

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 INFORMATION BOOTH CONTRACT
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Senior Operational Manger	9143	1.0	4,766	5,794	124,393	151,223
Accountant	1650	1.0	2,236	2,719	58,360	70,966
Airport Operations Coordinator	0923	1.0	3,696	4,717	96,466	123,114
Sr. Management Assistant	1844	2.0	2,819	3,426	147,152	178,837
Management Assistant	1842	3.0	2,459	2,989	192,540	234,039
Passenger Service Specialist	1634	13.8	2,319	2,819	835,257	1,015,347
Transit Information Clerk	1632	6.5	2,053	2,496	348,291	423,446
Account Clerk	1630	1.4	1,773	2,156	64,785	78,780
Bilingual Pay					-	-
Holiday Pay (if applicable)					59,249	72,211
Night / Shift Differential (if applicable)					52,852	64,415
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		29.70			1,979,345	2,412,380

FRINGE BENEFITS

Variable Fringes (3)					578,839	687,220
Fixed Fringes (4)					410,228	410,228
Total Fringe Benefits					989,067	1,097,448

ADDITIONAL CITY COSTS (if applicable)

Flight Information Service					50,000	50,000
Communications					7,500	7,500
Office/booth supplies - (DBE)					12,000	12,000
POS System maintenance support					1,500	1,500
POS Web portal Maintenance					4,110	4,110
Technical support consultant					3,000	3,000
Uniforms					3,000	3,000
ADM Uniforms					2,000	2,000
Printing					3,000	3,000
OAG Subscription					1,105	1,105
Subway Gift Cards for ADM's					1,000	1,000
Monthly payment to Traveler's Aid					600	600
Dry Cleaning - (DBE)					2,000	2,000
Training Support - (DBE)					2,500	2,500
Contingency for supplies/services as needed.					5,000	5,000
Total Capital & Operating					98,315	98,315

ESTIMATED TOTAL CITY COST

3,066,727 3,608,142

LESS: ESTIMATED TOTAL CONTRACT COST

(2,096,901) (2,099,645)

ESTIMATED SAVINGS

\$ 969,825 \$ 1,508,497

% of Savings to City Cost

32% 42%

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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

John L. Martin
Airport Director
San Francisco International Airport
International Terminal, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

Attention: Bruce Robertson, Budget Director
San Francisco International Airport
Terminal 2, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

RE: Airport Information Booth – FY 2014-15 and FY 2015-16

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 FISCAL YEAR 2014-15

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AIRPORT COMMISSION
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 FISCAL YEAR 2015-16

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PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
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Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

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

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 INFORMATION BOOTH CONTRACT
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
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Passenger Service Specialist	1634	13.8	2,319	2,819	835,257	1,015,347
Transit Information Clerk	1632	6.5	2,053	2,496	348,291	423,446
Account Clerk	1630	1.4	1,773	2,156	64,785	78,780
Bilingual Pay					-	-
Holiday Pay (if applicable)					59,249	72,211
Night / Shift Differential (if applicable)					52,852	64,415
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		29.70			1,979,345	2,412,380

FRINGE BENEFITS

Variable Fringes (3)					611,306	726,792
Fixed Fringes (4)					393,879	393,879
Total Fringe Benefits					1,005,186	1,120,671

ADDITIONAL CITY COSTS (if applicable)

Flight Information Service					48,000	48,000
Communications					7,500	7,500
Office/booth supplies - (DBE)					12,000	12,000
Uniforms					3,000	3,000
POS System maintenance support					1,500	1,500
POS Web portal Maintenance					4,110	4,110
Technical support consultant					3,000	3,000
ADM Uniforms					2,000	2,000
Printing					3,000	3,000
OAG Subscription					1,105	1,105
Subway Gift Cards for ADM's					1,000	1,000
Monthly payment to Traveler's Aid					600	600
Dry Cleaning - (DBE)					2,000	2,000
Training Support - (DBE)					2,500	2,500
Contingency for supplies/services as needed.					5,000	5,000
Total Capital & Operating					96,315	96,315

ESTIMATED TOTAL CITY COST

LESS: ESTIMATED TOTAL CONTRACT COST

ESTIMATED SAVINGS

% of Savings to City Cost

	3,080,846	3,629,365
	(2,035,385)	(2,038,167)
	\$ 1,045,460	\$ 1,591,199
	34%	44%

Comments/Assumptions:

1. FY 1990 would be/was the first year these services are/were contracted out.
2. Salary levels reflect proposed salary rates effective July 1, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. Estimated City capital and operating costs are included in the estimate total contract cost.
6. The Estimated Contract Cost for annual services is based upon contractor's bid for services and contract monitoring costs. Total includes 0.10 FTE for contract monitoring.

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 INFORMATION BOOTH CONTRACT
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High	
Senior Operational Manger	9143	1.0	4,766	5,794	124,393	151,223	
Accountant	1650	1.0	2,236	2,719	58,360	70,966	
Airport Operations Coordinator	0923	1.0	3,696	4,717	96,466	123,114	
Sr. Management Assistant	1844	2.0	2,819	3,426	147,152	178,837	
Management Assistant	1842	3.0	2,459	2,989	192,540	234,039	
Passenger Service Specialist	1634	13.8	2,319	2,819	835,257	1,015,347	
Transit Information Clerk	1632	6.5	2,053	2,496	348,291	423,446	
Account Clerk	1630	1.4	1,773	2,156	64,785	78,780	
Bilingual Pay					-	-	
Holiday Pay (if applicable)					59,249	72,211	
Night / Shift Differential (if applicable)					52,852	64,415	
Overtime Pay (if applicable)					-	-	
Other Pay (if applicable)					-	-	
Total Salary Costs		29.70			1,979,345	2,412,380	
FRINGE BENEFITS							
Variable Fringes (3)					578,839	687,220	
Fixed Fringes (4)					410,228	410,228	
Total Fringe Benefits					989,067	1,097,448	

ADDITIONAL CITY COSTS (if applicable)

Flight Information Service	50,000	50,000
Communications	7,500	7,500
Office/booth supplies - (DBE)	12,000	12,000
POS System maintenance support	1,500	1,500
POS Web portal Maintenance	4,110	4,110
Technical support consultant	3,000	3,000
Uniforms	3,000	3,000
ADM Uniforms	2,000	2,000
Printing	3,000	3,000
OAG Subscription	1,105	1,105
Subway Gift Cards for ADM's	1,000	1,000
Monthly payment to Traveler's Aid	600	600
Dry Cleaning - (DBE)	2,000	2,000
Training Support - (DBE)	2,500	2,500
Contingency for supplies/services as needed.	5,000	5,000
Total Capital & Operating	98,315	98,315

ESTIMATED TOTAL CITY COST

LESS: ESTIMATED TOTAL CONTRACT COST

ESTIMATED SAVINGS

% of Savings to City Cost

ESTIMATED TOTAL CITY COST	3,066,727	3,608,142
LESS: ESTIMATED TOTAL CONTRACT COST	(2,096,901)	(2,099,645)
ESTIMATED SAVINGS	\$ 969,825	\$ 1,508,497
% of Savings to City Cost	32%	42%

Comments/Assumptions:

1. FY 1990 would be/was the first year these services are/were contracted out.
2. Salary levels reflect proposed salary rates effective July 1, 2015. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. Estimated City capital and operating costs are included in the estimate total contract cost.
6. The Estimated Contract Cost for annual services is based upon contractor's bid for services and contract monitoring costs. Total includes 0.10 FTE for contract monitoring.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

John L. Martin
Airport Director
San Francisco International Airport
International Terminal, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

Attention: Bruce Robertson, Budget Director
San Francisco International Airport
Terminal 2, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

RE: Airport Security Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Airport Security services 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 (FY) 2014-15 and FY 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

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

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 GENERAL AIRPORT SECURITY SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Security Guard	8202	24.0	1,588	1,927	994,723	1,207,073
Building and Grounds Patrol Officer	8207	4.0	1,927	2,342	201,179	244,505
Holiday Pay (if applicable)					37,802	45,883
Night / Shift Differential (if applicable)					33,850	41,087
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		28.0			1,267,554	1,538,548
FRINGE BENEFITS						
Variable Fringes (3)					425,104	507,430
Fixed Fringes (4)					361,088	361,088
Total Fringe Benefits					786,192	868,518
ESTIMATED TOTAL CITY COST					2,053,745	2,407,066
LESS: ESTIMATED TOTAL CONTRACT COST					(1,776,579)	(1,780,012)
ESTIMATED SAVINGS					\$ 277,166	\$ 627,053
% of Savings to City Cost					13%	26%

Comments/Assumptions:

1. FY 2007 would be/was the first year these services are/were contracted out.
2. Salary levels reflect proposed salary rates effective June 30, 2014.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 GENERAL AIRPORT SECURITY SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Security Guard	8202	24.0	1,588	1,927	994,723	1,207,073
Building and Grounds Patrol Officer	8207	4.0	1,927	2,342	201,179	244,505
Holiday Pay (if applicable)					37,657	45,708
Night / Shift Differential (if applicable)					33,850	41,087
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		<u>28.00</u>			<u>1,267,409</u>	<u>1,538,373</u>

FRINGE BENEFITS

Variable Fringes (3)					404,297	482,175
Fixed Fringes (4)					372,596	372,596
Total Fringe Benefits					<u>776,893</u>	<u>854,771</u>

ESTIMATED TOTAL CITY COST

2,044,302 2,393,144

LESS: ESTIMATED TOTAL CONTRACT COST

(1,776,704) (1,780,104)

ESTIMATED SAVINGS

\$ 267,598 \$ 613,040

% of Savings to City Cost

13% 26%

Comments/Assumptions:

1. FY 2007 would be/was the first year these services are/were contracted out.
2. Salary levels reflect proposed salary rates effective June 30, 2014.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

John L. Martin
Airport Director
San Francisco International Airport
International Terminal, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

Attention: Bruce Robertson, Budget Director
San Francisco International Airport
Terminal 2, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

RE: Airport Security Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Airport Security services 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 (FY) 2014-15 and FY 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

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

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 GENERAL AIRPORT SECURITY SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Security Guard	8202	24.0	1,588	1,927	994,723	1,207,073
Building and Grounds Patrol Officer	8207	4.0	1,927	2,342	201,179	244,505
Holiday Pay (if applicable)					37,802	45,883
Night / Shift Differential (if applicable)					33,850	41,087
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		28.0			1,267,554	1,538,548

FRINGE BENEFITS

Variable Fringes (3)					425,104	507,430
Fixed Fringes (4)					361,088	361,088
Total Fringe Benefits					786,192	868,518

ESTIMATED TOTAL CITY COST

2,053,745 2,407,066

LESS: ESTIMATED TOTAL CONTRACT COST

(1,776,579) (1,780,012)

ESTIMATED SAVINGS

\$ 277,166 \$ 627,053

% of Savings to City Cost

13% 26%

Comments/Assumptions:

1. FY 2007 would be/was the first year these services are/were contracted out.
2. Salary levels reflect proposed salary rates effective June 30, 2014.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.

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AIRPORT COMMISSION
 GENERAL AIRPORT SECURITY SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High	
Security Guard	8202	24.0	1,588	1,927	994,723	1,207,073	
Building and Grounds Patrol Officer	8207	4.0	1,927	2,342	201,179	244,505	
Holiday Pay (if applicable)					37,657	45,708	
Night / Shift Differential (if applicable)					33,850	41,087	
Overtime Pay (if applicable)					-	-	
Other Pay (if applicable)					-	-	
Total Salary Costs		<u>28.00</u>			<u>1,267,409</u>	<u>1,538,373</u>	
FRINGE BENEFITS							
Variable Fringes (3)					404,297	482,175	
Fixed Fringes (4)					372,596	372,596	
Total Fringe Benefits					<u>776,893</u>	<u>854,771</u>	
ESTIMATED TOTAL CITY COST						<u>2,044,302</u>	<u>2,393,144</u>
LESS: ESTIMATED TOTAL CONTRACT COST						<u>(1,776,704)</u>	<u>(1,780,104)</u>
ESTIMATED SAVINGS						<u>\$ 267,598</u>	<u>\$ 613,040</u>
% of Savings to City Cost						<u>13%</u>	<u>26%</u>

Comments/Assumptions:

1. FY 2007 would be/was the first year these services are/were contracted out.
2. Salary levels reflect proposed salary rates effective June 30, 2014.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

John L. Martin
Airport Director
San Francisco International Airport
International Terminal, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

Attention: Bruce Robertson, Budget Director
San Francisco International Airport
Terminal 2, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

RE: Airport Security Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Airport Security services 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 (FY) 2014-15 and FY 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

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

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 GENERAL AIRPORT SECURITY SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Security Guard	8202	24.0	1,588	1,927	994,723	1,207,073
Building and Grounds Patrol Officer	8207	4.0	1,927	2,342	201,179	244,505
Holiday Pay (if applicable)					37,802	45,883
Night / Shift Differential (if applicable)					33,850	41,087
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		28.0			1,267,554	1,538,548
FRINGE BENEFITS						
Variable Fringes (3)					425,104	507,430
Fixed Fringes (4)					361,088	361,088
Total Fringe Benefits					786,192	868,518
ESTIMATED TOTAL CITY COST					2,053,745	2,407,066
LESS: ESTIMATED TOTAL CONTRACT COST					(1,776,579)	(1,780,012)
ESTIMATED SAVINGS					\$ 277,166	\$ 627,053
% of Savings to City Cost					13%	26%

Comments/Assumptions:

1. FY 2007 would be/was the first year these services are/were contracted out.
2. Salary levels reflect proposed salary rates effective June 30, 2014.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 GENERAL AIRPORT SECURITY SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Security Guard	8202	24.0	1,588	1,927	994,723	1,207,073
Building and Grounds Patrol Officer	8207	4.0	1,927	2,342	201,179	244,505
Holiday Pay (if applicable)					37,657	45,708
Night / Shift Differential (if applicable)					33,850	41,087
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		28.00			1,267,409	1,538,373
FRINGE BENEFITS						
Variable Fringes (3)					404,297	482,175
Fixed Fringes (4)					372,596	372,596
Total Fringe Benefits					776,893	854,771
ESTIMATED TOTAL CITY COST					2,044,302	2,393,144
LESS: ESTIMATED TOTAL CONTRACT COST					(1,776,704)	(1,780,104)
ESTIMATED SAVINGS					\$ 267,598	\$ 613,040
% of Savings to City Cost					13%	26%

Comments/Assumptions:

1. FY 2007 would be/was the first year these services are/were contracted out.
2. Salary levels reflect proposed salary rates effective June 30, 2014.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
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Monique Zmuda
Deputy Controller

April 29, 2014

John L. Martin
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P.O. Box 8097
San Francisco, CA 94128

Attention: Bruce Robertson, Budget Director
San Francisco International Airport
Terminal 2, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

RE: Airport Parking – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Airport Parking services have been reviewed by my staff.

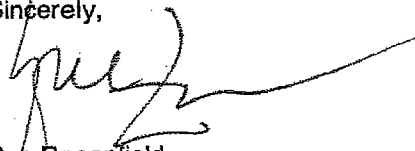
If these services are provided at the proposed contract price, it appears they can be performed at a lower cost than if the work were performed by City employees.

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 (FY) 2014-15 and FY 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,



Ben Rosenfield,
Controller

Enclosures

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

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 PARKING OPERATIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Manager IV	0932	1.0	4,278	5,460	111,656	142,506
Manager II	0923	2.0	3,696	4,717	192,931	246,227
Manager I	0922	1.0	3,446	4,397	89,941	114,762
Contract Compliance Officer I	2992	1.0	3,027	3,679	79,005	96,022
Accountant IV	1657	1.0	3,470	4,218	90,567	110,090
Sr. Management Assistant	1844	1.0	2,819	3,426	73,576	89,419
Sr. Payroll & Personnel Clerk	1222	1.0	2,319	2,819	60,526	73,576
Clerk	1404	1.0	1,654	2,009	43,169	52,435
Sr. Clerk	1406	6.0	1,714	2,084	268,412	326,354
Principal Clerk	1408	1.0	2,264	2,752	59,090	71,827
Management Assistant	1842	1.0	2,459	2,989	64,180	78,013
Accountant II	1652	1.0	2,478	3,012	64,676	78,613
Collection Supervisor	4366	1.0	2,466	2,997	64,363	78,222
Investigator	4334	2.0	2,752	3,346	143,654	174,661
Customer Service Agent Supervisor	1326	21.0	2,551	3,101	1,398,203	1,699,658
Cashier III	4322	64.5	2,063	2,507	3,472,957	4,220,409
Electronic Maintenance Technician	7318	1.0	3,295	4,006	86,000	104,557
Stationary Engineer	7334	2.5	2,981	2,981	194,510	194,510
Chief Stationary Engr	7205	1.0	3,782	3,782	98,710	98,710
Institutional Police Lieutenant	8209	1.0	3,913	4,991	102,129	130,265
Institutional Police Sergeant	8205	2.0	3,411	4,355	178,054	227,331
Bldg & Grounds Patrol Officer	8207	68.5	1,927	2,342	3,445,187	4,187,145
Custodial Supervisor	2718	1.0	2,094	2,545	54,653	66,425
Custodial Assistant Supervisor	2716	3.0	1,899	2,309	148,692	180,795
Custodian	2708	40.0	1,727	2,099	1,802,988	2,191,356
Holiday Pay (if applicable)					391,569	475,209
Night / Shift Differential (if applicable)					350,638	425,534
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		226.5			13,130,037	15,934,630
FRINGE BENEFITS						
Variable Fringes (3)					4,287,792	4,822,594
Fixed Fringes (4)					2,952,202	2,952,202
Total Fringe Benefits					7,239,993	7,774,796
ADDITIONAL CITY COSTS						
Operating Costs					2,320,158	2,389,763
					-	-
					-	-
					-	-
Total Capital & Operating					2,320,158	2,389,763
ESTIMATED TOTAL CITY COST					22,690,188	26,099,189
LESS: ESTIMATED TOTAL CONTRACT COST					(18,768,470)	(19,359,276)
ESTIMATED SAVINGS					\$ 3,921,718	\$ 6,739,913
% of Savings to City Cost					17%	26%

Comments/Assumptions:

1. This service has always been contract out since start of garage operations.
2. Salary levels reflect proposed salary rates effective June 30, 2014.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. Operating costs includes operating expenses & credit card processing fees.

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 PARKING OPERATIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Manager IV	0932	1.0	4,278	5,460	111,656	142,506
Manager II	0923	2.0	3,696	4,717	192,931	246,227
Manager I	0922	1.0	3,446	4,397	89,941	114,762
Contract Compliance Officer I	2992	1.0	3,027	3,679	79,005	96,022
Accountant IV	1657	1.0	3,470	4,218	90,567	110,090
Sr. Management Assistant	1844	1.0	2,819	3,426	73,576	89,419
Sr. Payroll & Personnel Clerk	1222	1.0	2,319	2,819	60,526	73,576
Clerk	1404	1.0	1,654	2,009	43,169	52,435
Sr. Clerk	1406	6.0	1,714	2,084	268,412	326,354
Principal Clerk	1408	1.0	2,264	2,752	59,090	71,827
Management Assistant	1842	1.0	2,459	2,989	64,180	78,013
Accountant II	1652	1.0	2,478	3,012	64,676	78,613
Collection Supervisor	4366	1.0	2,466	2,997	64,363	78,222
Investigator	4334	2.0	2,752	3,346	143,654	174,661
Customer Service Agent Supervisor	1326	21.0	2,551	3,101	1,398,203	1,699,658
Cashier III	4322	64.5	2,063	2,507	3,472,957	4,220,409
Electronic Maintenance Technician	7318	1.0	3,295	4,006	86,000	104,557
Stationary Engineer	7334	2.5	2,981	2,981	194,510	194,510
Chief Stationary Engr	7205	1.0	3,782	3,782	98,710	98,710
Institutional Police Lieutenant	8209	1.0	3,913	4,991	102,129	130,265
Institutional Police Sergeant	8205	2.0	3,411	4,355	178,054	227,331
Bldg & Grounds Patrol Officer	8207	68.5	1,927	2,342	3,445,187	4,187,145
Custodial Supervisor	2718	1.0	2,094	2,545	54,653	66,425
Custodial Assistant Supervisor	2716	3.0	1,899	2,309	148,692	180,795
Custodian	2708	40.0	1,727	2,099	1,802,988	2,191,356
Holiday Pay (if applicable)					393,075	477,037
Night / Shift Differential (if applicable)					350,638	425,534
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		226.5			13,131,543	15,936,458

FRINGE BENEFITS

Variable Fringes (3)					4,074,430	4,638,024
Fixed Fringes (4)					3,054,616	3,054,616
Total Fringe Benefits					7,129,046	7,692,640

ADDITIONAL CITY COSTS

Operating Costs					2,389,763	2,461,457
					-	-
					-	-
Total Capital & Operating					2,389,763	2,461,457

ESTIMATED TOTAL CITY COST

22,650,351 26,090,555

LESS: ESTIMATED TOTAL CONTRACT COST

(19,326,573) (19,933,707)

ESTIMATED SAVINGS

% of Savings to City Cost

\$ 3,323,779 \$ 6,156,847
 15% 24%

Comments/Assumptions:

1. This service has always been contract out since start of garage operations.
2. Salary levels reflect proposed salary rates effective June 30, 2014.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller

Monique Zmuda
Deputy Controller

April 29, 2014

John L. Martin
Airport Director
San Francisco International Airport
International Terminal, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

Attention: Bruce Robertson, Budget Director
San Francisco International Airport
Terminal 2, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

RE: Airport Parking – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Airport Parking services have been reviewed by my staff.

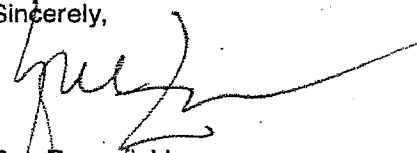
If these services are provided at the proposed contract price, it appears they can be performed at a lower cost than if the work were performed by City employees.

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 (FY) 2014-15 and FY 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,



Ben Rosenfield,
Controller

Enclosures

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

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 PARKING OPERATIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Manager IV	0932	1.0	4,278	5,460	111,656	142,506
Manager II	0923	2.0	3,696	4,717	192,931	246,227
Manager I	0922	1.0	3,446	4,397	89,941	114,762
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Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		226.5			13,130,037	15,934,630
FRINGE BENEFITS						
Variable Fringes (3)					4,287,792	4,822,594
Fixed Fringes (4)					2,952,202	2,952,202
Total Fringe Benefits					7,239,993	7,774,796
ADDITIONAL CITY COSTS						
Operating Costs					2,320,158	2,389,763
					-	-
					-	-
Total Capital & Operating					2,320,158	2,389,763
ESTIMATED TOTAL CITY COST					22,690,188	26,099,189
LESS: ESTIMATED TOTAL CONTRACT COST					(18,768,470)	(19,359,276)
ESTIMATED SAVINGS					\$ 3,921,718	\$ 6,739,913
% of Savings to City Cost					17%	26%

Comments/Assumptions:

1. This service has always been contract out since start of garage operations.
2. Salary levels reflect proposed salary rates effective June 30, 2014.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
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Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 PARKING OPERATIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Manager IV	0932	1.0	4,278	5,460	111,656	142,506
Manager II	0923	2.0	3,696	4,717	192,931	246,227
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ADDITIONAL CITY COSTS

Operating Costs					2,389,763	2,461,457
					-	-
					-	-
Total Capital & Operating					2,389,763	2,461,457

ESTIMATED TOTAL CITY COST

22,650,351 26,090,555

LESS: ESTIMATED TOTAL CONTRACT COST

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% of Savings to City Cost

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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

John L. Martin
Airport Director
San Francisco International Airport
International Terminal, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

Attention: Bruce Robertson, Budget Director
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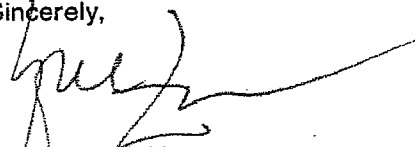
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Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,



Ben Rosenfield,
Controller

Enclosures

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

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 PARKING OPERATIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Manager IV	0932	1.0	4,278	5,460	111,656	142,506
Manager II	0923	2.0	3,696	4,717	192,931	246,227
Manager I	0922	1.0	3,446	4,397	89,941	114,762
Contract Compliance Officer I	2992	1.0	3,027	3,679	79,005	96,022
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Holiday Pay (if applicable)					391,569	475,209
Night / Shift Differential (if applicable)					350,638	425,534
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		226.5			13,130,037	15,934,630

FRINGE BENEFITS

Variable Fringes (3)					4,287,792	4,822,594
Fixed Fringes (4)					2,952,202	2,952,202
Total Fringe Benefits					7,239,993	7,774,796

ADDITIONAL CITY COSTS

Operating Costs					2,320,158	2,389,763
					-	-
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Total Capital & Operating					2,320,158	2,389,763

ESTIMATED TOTAL CITY COST

22,690,188 26,099,189

LESS: ESTIMATED TOTAL CONTRACT COST

(18,768,470) (19,359,276)

ESTIMATED SAVINGS

\$ 3,921,718 \$ 6,739,913

% of Savings to City Cost

17% 26%

Comments/Assumptions:

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AIRPORT COMMISSION
 PARKING OPERATIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Manager IV	0932	1.0	4,278	5,460	111,656	142,506
Manager II	0923	2.0	3,696	4,717	192,931	246,227
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Total Salary Costs		226.5			13,131,543	15,936,458

FRINGE BENEFITS

Variable Fringes (3)					4,074,430	4,638,024
Fixed Fringes (4)					3,054,616	3,054,616
Total Fringe Benefits					7,129,046	7,692,640

ADDITIONAL CITY COSTS

Operating Costs					2,389,763	2,461,457
					-	-
					-	-
					-	-
Total Capital & Operating					2,389,763	2,461,457

ESTIMATED TOTAL CITY COST

22,650,351 26,090,555

LESS: ESTIMATED TOTAL CONTRACT COST

(19,326,573) (19,933,707)

ESTIMATED SAVINGS

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Comments/Assumptions:

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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

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Airport Director
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P.O. Box 8097
San Francisco, CA 94128

Attention: Bruce Robertson, Budget Director
San Francisco International Airport
Terminal 2, 5th Floor
P.O. Box 8097
San Francisco, CA 94128

RE: Airport Shuttle Bus Service – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for airport shuttle bus services 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 (FY) 2014-15 and FY 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

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

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 AIRPORT SHUTTLE BUS SERVICE
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES⁽¹⁾⁽²⁾
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Transit Operator	9163	84.0	\$ 1,488	\$ 2,362	\$ 3,262,291	\$ 5,178,449
Transit Supervisor	9139	5.0	2,786	3,387	363,573	442,004
Transit Manager II	9141	1.0	3,714	4,514	96,935	117,815
Transit Manager I	9140	1.0	3,289	3,998	85,843	104,348
Automotive Mechanic	7381	4.0	3,012	3,012	314,453	314,453
Transit Car Cleaner	9102	2.0	1,918	2,332	100,120	121,730
Manager IV, Municipal Transportation Agency	9174	1.0	3,989	5,090	104,113	132,849
Total Salary Costs		98.0			0	0
					0	0
					0	0
Holiday Pay for 9163, 9139, 9102, and 7381 job classes					128,206	384,363
Night / Shift Differential (if applicable)					122,485	181,482
Overtime Pay for 9163, 9139, 9102, and 7381 job classes					606,065	908,495
Other Pay (if applicable)					0	0
Total Salary Costs					5,184,084	7,885,988

FRINGE BENEFITS

Variable Fringes ⁽³⁾		1,713,273	2,569,310
Fixed Fringes ⁽⁴⁾		1,380,192	1,380,192
Total Fringe Benefits		3,093,465	3,949,502

ADDITIONAL CITY COSTS (if applicable)

Vehicle Operating Costs (same as contractor)		1,925,815	1,925,815
Utilities (same as contractor)		25,055	25,055
Worker's Compensation (same as contractor)		293,232	293,232
Total Capital & Operating		2,244,102	2,244,102

ESTIMATED TOTAL CITY COST

10,521,651 14,079,593

LESS: ESTIMATED TOTAL CONTRACT COST

(10,343,085) (10,345,866)

ESTIMATED SAVINGS

\$ 178,566 \$ 3,733,727

% of Savings to City Cost

2% 27%

Comments/Assumptions:

1. This service has been contracted out since 1975.
2. Salary levels reflect proposed salary rates effective July 1, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. Estimated City capital and operating costs are included in the estimated total contract cost.
6. The Estimated Contract Cost for annual service is based upon estimated 2% annual increase in operating costs.
7. Shuttle Bus contract renewed December 1, 1012

Please Fill Out Highlighted Areas Only.

AIRPORT COMMISSION
 AIRPORT SHUTTLE BUS SERVICE
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES(1)(2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Transit Operator	9163	84.0	\$ 1,488	\$ 2,362	\$ 3,262,291	\$ 5,178,449
Transit Supervisor	9139	5.0	2,786	3,387	363,573	442,004
Transit Manager II	9141	1.0	3,714	4,514	96,935	117,815
Transit Manager I	9140	1.0	3,289	3,998	85,843	104,348
Automotive Mechanic	7381	4.0	3,012	3,012	314,453	314,453
Transit Car Cleaner	9102	2.0	1,918	2,332	100,120	121,730
Manager IV, Municipal Transportation Agency	9174	1.0	3,989	5,090	104,113	132,849
					0	0
					0	0
					0	0
Holiday Pay for 9163, 9139, 9102, and 7381 job classes					128,206	192,182
Night / Shift Differential (if applicable)					122,485	181,482
Overtime Pay for 9163, 9139, 9102, and 7381 job classes					606,065	908,495
Other Pay (if applicable)					0	0
Total Salary Costs		98.0			5,184,084	7,693,806

FRINGE BENEFITS

Variable Fringes(3)		1,637,977	2,457,748
Fixed Fringes(4)		1,425,822	1,425,822
Total Fringe Benefits		3,063,799	3,883,569

ADDITIONAL CITY COSTS (if applicable)

Vehicle Operating Costs (same as contractor)		1,964,331	1,964,331
Utilities (same as contractor)		25,556	25,556
Worker's Compensation (same as contractor)		299,096	299,096
Total Capital & Operating		2,288,983	2,288,983

ESTIMATED TOTAL CITY COST

10,536,866 13,866,359

LESS: ESTIMATED TOTAL CONTRACT COST

\$ (10,425,910) \$ (10,428,071)

ESTIMATED SAVINGS

110,956 3,438,288

% of Savings to City Cost

1% 25%

Comments/Assumptions:

1. This service has been contracted out since 1975.
2. Salary levels reflect proposed salary rates effective July 1, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. Estimated City capital and operating costs are included in the estimated total contract cost.
6. The Estimated Contract Cost for annual service is based upon estimated 2% annual increase in operating costs.
7. Shuttle Bus contract renewed December 1, 2012



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: Parking Citation Processing and Collection Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for parking citation processing and collection services 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. This is based on an analysis of the best available cost estimates, should the City perform the services instead of a contractor.

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 Years 2014-15 and 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

Please Fill Out Highlighted Areas Only.

FISCAL YEAR 2014-15
 CITATION PROCESSING AND COLLECTIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
INTERSTATE & SPECIAL COLLECTIONS:					\$ -	\$ -
IS Business Analyst	1052	2.00	\$3,263	\$3,597	170,329	187,763
Senior Administrative Analyst	1823	1.00	3,117	3,788	81,354	98,867
OPERATING SYSTEM & APPLICATION SOFTWARE MAINTENANCE:						
IS Administrator III	1094	1.00	3,256	3,957	84,982	103,278
IS Engineer - Senior	1043	1.00	3,928	4,939	102,521	128,908
IS Engineer - Principal	1044	1.00	4,225	5,722	110,273	149,344
IS Programmer Analyst	1062	1.00	2,469	3,106	64,441	81,067
IS Programmer Analyst - Senior	1063	1.00	2,999	3,777	78,274	98,580
IS Programmer Analyst - Principal	1064	1.00	3,492	4,394	91,141	114,683
IS Project Director	1070	1.00	4,225	5,722	110,273	149,344
CITATION PROCESSING & COLLECTION:						
Clerk	1404	1.00	1,654	2,009	43,169	52,435
Principal Clerk	1408	1.00	2,264	2,752	59,090	71,827
Account Clerk	1630	3.00	1,773	2,156	138,826	168,815
Principal Account Clerk	1634	1.00	2,319	2,819	60,526	73,576
Senior Management Assistant	1844	1.00	2,819	3,426	73,576	89,419
Cashier II	4321	27.00	1,840	2,236	1,296,648	1,575,709
Cashier III	4322	3.00	2,063	2,507	161,533	196,298
Manager II	9172	1.00	3,433	4,381	89,601	114,344
Holiday Pay (if applicable)						
Night / Shift Differential (if applicable)						
Overtime Pay (if applicable)						
Other Pay (if applicable)						
Total Salary Costs		48.0			2,816,555	3,454,257

FRINGE BENEFITS

Fringe at 47%					1,572,196	1,710,603
Total Fringe Benefits					1,572,196	1,710,603

ADDITIONAL CITY COSTS (if applicable)

Software/Data Conversion					574,000	574,000
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CAPITAL COSTS

Handheld Units					231,886	231,886
Workstations					42,000	42,000
Computers					8,400	8,400
Toughbooks					2,500	2,500
Printers					3,500	3,500
Customer Service Windows					84,000	84,000
Space Rental					375,000	375,000
Postage					673,608	673,608
Tickets/Envelopes					42,612	42,612
Pay-by-phone/800#/Pay-Online Fees					681,243	681,243
Mobil License Recognition Cameras					75,320	75,320
Total Capital & Operating					2,794,069	2,794,069

Program Overhead					574,000	574,000
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ESTIMATED TOTAL CITY COST

8,104,425 8,880,534

LESS: ESTIMATED TOTAL CONTRACT COST

Contract Monitoring Cost

(8,102,295) (8,112,496)

ESTIMATED SAVINGS

% of Savings to City Cost

\$ 2,130 \$ 768,037
0% 9%

Comments/Assumptions:

1. FY 1998 was the first year these services are/were contracted out.
2. Salary rates as posted in DHR website at June 30, 2014 Costs are represented as annual 12 month costs. On classes and FTEs identified.:

For the SFMTA to provide this service utilizing city staff it will require the utilization of a broad range of IT classes. These classes would have distinct roles that will need to be provided. The rapid advancement of technology and cost saving opportunities that are associated with those advancements necessitates a dedicated technology team to this effort.

The shown 1823 and 1052 Analysts will be needed to map the business requirements to process design and software requirements for the development team. This is an iterative process that continues for the life of the system.

The shown 109x System administrators and 104x System Engineers would be required to perform the maintenance and oversee operation the citations system. The number of staff is representative for the critical business function this system provides to the SFMTA.

The shown 106x Programmer analysts would be need to implement a software solution to meet the needs of the SFMTA citation unit. The number of developers is potentially understated for the initial ramp up of getting a base application in place for this business need. The 1070 is Project Director would manage and direct this team.

The shown Citations & Processing class would be need to perform operational tasks of citations issuance, mailing, late notices (various: late fees, tow, collections activity, etc.), account assignments, payments receipt, payment processing, payment application, research, responding to inquiries, manual input and tracking of manual citations, and account audit.

Please Fill Out Highlighted Areas Only.

FISCAL YEAR 2015-2016
 CITATION PROCESSING AND COLLECTIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
INTERSTATE & SPECIAL COLLECTIONS:						
IS Business Analyst	1052	2.00	\$3,263	\$3,597	\$ 170,329	\$ 187,763
Senior Administrative Analyst	1823	1.00	3,117	3,788	81,354	98,867
OPERATING SYSTEM & APPLICATION SOFTWARE MAINTENANCE:						
IS Administrator III	1094	1.00	3,256	3,957	84,982	103,278
IS Engineer - Senior	1043	1.00	3,928	4,939	102,521	128,908
IS Engineer - Principal	1044	1.00	4,225	5,722	110,273	149,344
IS Programmer Analyst	1062	1.00	2,469	3,106	64,441	81,067
IS Programmer Analyst - Senior	1063	1.00	2,999	3,777	78,274	98,580
IS Programmer Analyst - Principal	1064	1.00	3,492	4,394	91,141	114,683
IS Project Director	1070	1.00	4,225	5,722	110,273	149,344
CITATION PROCESSING & COLLECTION:						
Clerk	1404	1.00	1,654	2,009	43,169	52,435
Principal Clerk	1408	1.00	2,264	2,752	59,090	71,827
Account Clerk	1630	3.00	1,773	2,156	138,826	168,815
Principal Account Clerk	1634	1.00	2,319	2,819	60,526	73,576
Senior Management Assistant	1844	1.00	2,819	3,426	73,576	89,419
Cashier II	4321	27.00	1,840	2,236	1,296,648	1,575,709
Cashier III	4322	3.00	2,063	2,507	161,533	196,298
Manager II	9172	1.00	3,433	4,381	89,601	114,344
Holiday Pay (if applicable)						
Night / Shift Differential (if applicable)						
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		48.0			2,816,555	3,454,257

FRINGE BENEFITS

Fringe at 50%					1,545,547	1,678,929
Total Fringe Benefits					1,545,547	1,678,929

ADDITIONAL CITY COSTS (if applicable)

Software/Data Conversion					574,000	574,000
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CAPITAL COSTS

Handheld Units					238,843	238,843
Workstations					43,260	42,000
Computers					8,652	8,400
Toughbooks					2,575	2,500
Printers					3,605	3,500
Customer Service Windows					86,520	84,000
Space Rental					386,250	375,000

Postage	673,608	673,608
Tickets/Envelopes	43,831	42,554
Pay-by-phone/800#/Pay-Online Fees	681,243	681,243
Mobile License Recognition Cameras	75,320	75,320
Total Capital & Operating	2,817,707	2,800,968

Program Overhead	921,845	921,845
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ESTIMATED TOTAL CITY COST	8,101,414	8,855,758
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LESS: ESTIMATED TOTAL CONTRACT COST		
Contract Monitoring Cost	(8,016,082)	(8,026,148)

ESTIMATED SAVINGS	\$ 85,332	\$ 829,611
% of Savings to City Cost	1%	9%

Comments/Assumptions:

1. FY XXXX would be/was the first year these services are/were contracted out.
 2. Salary rates as posted in DHR website at June 30, 2014 Costs are represented as annual 12 month costs.
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- <List any other comments or assumptions>



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
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Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

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Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

Please Fill Out Highlighted Areas Only.

FISCAL YEAR 2014-15
 CITATION PROCESSING AND COLLECTIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
INTERSTATE & SPECIAL COLLECTIONS:					\$ -	\$ -
IS Business Analyst	1052	2.00	\$3,263	\$3,597	170,329	187,763
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Overtime Pay (if applicable)						
Other Pay (if applicable)						
Total Salary Costs		48.0			2,816,555	3,454,257

FRINGE BENEFITS

Fringe at 47%					1,572,196	1,710,603
Total Fringe Benefits					1,572,196	1,710,603

ADDITIONAL CITY COSTS (if applicable)

Software/Data Conversion					574,000	574,000
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CAPITAL COSTS

Handheld Units					231,886	231,886
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Computers					8,400	8,400
Toughbooks					2,500	2,500
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Customer Service Windows					84,000	84,000
Space Rental					375,000	375,000
Postage					673,608	673,608
Tickets/Envelopes					42,612	42,612
Pay-by-phone/800#/Pay-Online Fees					681,243	681,243
Mobil License Recognition Cameras					75,320	75,320
Total Capital & Operating					2,794,069	2,794,069

Program Overhead					921,600	921,600
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ESTIMATED TOTAL CITY COST

8,104,425 8,880,534

LESS: ESTIMATED TOTAL CONTRACT COST

Contract Monitoring Cost

(8,102,295) (8,112,496)

ESTIMATED SAVINGS

% of Savings to City Cost

\$ 2,130 \$ 768,037
0% 9%

Comments/Assumptions:

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FISCAL YEAR 2015-2016
 CITATION PROCESSING AND COLLECTIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High	
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Holiday Pay (if applicable)							
Night / Shift Differential (if applicable)							
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Total Salary Costs		48.0			2,816,555	3,454,257	

FRINGE BENEFITS

Fringe at 50%					1,545,547	1,678,929
Total Fringe Benefits					1,545,547	1,678,929

ADDITIONAL CITY COSTS (if applicable)

Software/Data Conversion					574,000	574,000
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CAPITAL COSTS

Handheld Units					238,843	238,843
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Toughbooks					2,575	2,500
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Total Capital & Operating	<u>2,817,707</u>	<u>2,800,968</u>
Program Overhead	<u>921,685</u>	<u>921,685</u>
ESTIMATED TOTAL CITY COST	<u>8,101,414</u>	<u>8,855,758</u>
LESS: ESTIMATED TOTAL CONTRACT COST		
Contract Monitoring Cost	<u>(8,016,082)</u>	<u>(8,026,148)</u>
ESTIMATED SAVINGS	<u>\$ 85,332</u>	<u>\$ 829,611</u>
% of Savings to City Cost	1%	9%

Comments/Assumptions:

1. FY XXXX would be/was the first year these services are/were contracted out.
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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
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Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

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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 Years 2014-15 and 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

Please Fill Out Highlighted Areas Only.

FISCAL YEAR 2014-15
 CITATION PROCESSING AND COLLECTIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
INTERSTATE & SPECIAL COLLECTIONS:					\$	\$
IS Business Analyst	1052	2.00	\$3,263	\$3,597	170,329	187,763
Senior Administrative Analyst	1823	1.00	3,117	3,788	81,354	98,867
OPERATING SYSTEM & APPLICATION SOFTWARE MAINTENANCE:						
IS Administrator III	1094	1.00	3,256	3,957	84,982	103,278
IS Engineer - Senior	1043	1.00	3,928	4,939	102,521	128,908
IS Engineer - Principal	1044	1.00	4,225	5,722	110,273	149,344
IS Programmer Analyst	1062	1.00	2,469	3,106	64,441	81,067
IS Programmer Analyst - Senior	1063	1.00	2,999	3,777	78,274	98,580
IS Programmer Analyst - Principal	1064	1.00	3,492	4,394	91,141	114,683
IS Project Director	1070	1.00	4,225	5,722	110,273	149,344
CITATION PROCESSING & COLLECTION:						
Clerk	1404	1.00	1,654	2,009	43,169	52,435
Principal Clerk	1408	1.00	2,264	2,752	59,090	71,827
Account Clerk	1630	3.00	1,773	2,156	138,826	168,815
Principal Account Clerk	1634	1.00	2,319	2,819	60,526	73,576
Senior Management Assistant	1844	1.00	2,819	3,426	73,576	89,419
Cashier II	4321	27.00	1,840	2,236	1,296,648	1,575,709
Cashier III	4322	3.00	2,063	2,507	161,533	196,298
Manager II	9172	1.00	3,433	4,381	89,601	114,344
Holiday Pay (if applicable)						
Night / Shift Differential (if applicable)						
Overtime Pay (if applicable)						
Other Pay (if applicable)						
Total Salary Costs		48.0			2,816,555	3,454,257

FRINGE BENEFITS

Fringe at 47%					1,572,196	1,710,603
Total Fringe Benefits					1,572,196	1,710,603

ADDITIONAL CITY COSTS (if applicable)

Software/Data Conversion					574,000	574,000
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CAPITAL COSTS

Handheld Units					231,886	231,886
Workstations					42,000	42,000
Computers					8,400	8,400
Toughbooks					2,500	2,500
Printers					3,500	3,500
Customer Service Windows					84,000	84,000
Space Rental					375,000	375,000
Postage					673,608	673,608
Tickets/Envelopes					42,612	42,612
Pay-by-phone/800#/Pay-Online Fees					681,243	681,243
Mobil License Recognition Cameras					75,320	75,320
Total Capital & Operating					2,794,069	2,794,069

Program Overhead					921,605	921,605
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ESTIMATED TOTAL CITY COST

8,104,425 8,880,534

LESS: ESTIMATED TOTAL CONTRACT COST

Contract Monitoring Cost

(8,102,295) (8,112,496)

ESTIMATED SAVINGS

% of Savings to City Cost

\$ 2,130 \$ 768,037
0% 9%

Comments/Assumptions:

1. FY 1998 was the first year these services are/were contracted out.
 2. Salary rates as posted in DHR website at June 30, 2014 Costs are represented as annual 12 month costs.
- On classes and FTEs identified.:

For the SFMTA to provide this service utilizing city staff it will require the utilization of a broad range of IT classes. These classes would have distinct roles that will need to be provided. The rapid advancement of technology and cost saving opportunities that are associated with those advancements necessitates a dedicated technology team to this effort.

The shown 1823 and 1052 Analysts will be needed to map the business requirements to process design and software requirements for the development team. This is an iterative process that continues for the life of the system.

The shown 109x System administrators and 104x System Engineers would be required to perform the maintenance and oversee operation the citations system. The number of staff is representative for the critical business function this system provides to the SFMTA.

The shown 106x Programmer analysts would be need to implement a software solution to meet the needs of the SFMTA citation unit. The number of developers is potentially understated for the initial ramp up of getting a base application in place for this business need. The 1070 Is Project Director would manage and direct this team.

The shown Citations & Processing class would be need to perform operational tasks of citations issuance, mailing, late notices (various:late fees, tow, collections activity, etc.), account assignments, payments receipt, payment processing, payment application, research, responding to inquiries, manual input and tracking of manual citations, and account audit.

Please Fill Out Highlighted Areas Only.

FISCAL YEAR 2015-2016
 CITATION PROCESSING AND COLLECTIONS
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
INTERSTATE & SPECIAL COLLECTIONS:					\$ -	\$ -
IS Business Analyst	1052	2.00	\$3,263	\$3,597	170,329	187,763
Senior Administrative Analyst	1823	1.00	3,117	3,788	81,354	98,867
OPERATING SYSTEM & APPLICATION SOFTWARE MAINTENANCE:						
IS Administrator III	1094	1.00	3,256	3,957	84,982	103,278
IS Engineer - Senior	1043	1.00	3,928	4,939	102,521	128,908
IS Engineer - Principal	1044	1.00	4,225	5,722	110,273	149,344
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IS Programmer Analyst - Principal	1064	1.00	3,492	4,394	91,141	114,683
IS Project Director	1070	1.00	4,225	5,722	110,273	149,344
CITATION PROCESSING & COLLECTION:						
Clerk	1404	1.00	1,654	2,009	43,169	52,435
Principal Clerk	1408	1.00	2,264	2,752	59,090	71,827
Account Clerk	1630	3.00	1,773	2,156	138,826	168,815
Principal Account Clerk	1634	1.00	2,319	2,819	60,526	73,576
Senior Management Assistant	1844	1.00	2,819	3,426	73,576	89,419
Cashier II	4321	27.00	1,840	2,236	1,296,648	1,575,709
Cashier III	4322	3.00	2,063	2,507	161,533	196,298
Manager II	9172	1.00	3,433	4,381	89,601	114,344
Holiday Pay (if applicable)						
Night / Shift Differential (if applicable)						
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		48.0			2,816,555	3,454,257

FRINGE BENEFITS

Fringe at 50%					1,545,547	1,678,929
Total Fringe Benefits					1,545,547	1,678,929

ADDITIONAL CITY COSTS (if applicable)

Software/Data Conversion					574,000	574,000
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CAPITAL COSTS

Handheld Units					238,843	238,843
Workstations					43,260	42,000
Computers					8,652	8,400
Toughbooks					2,575	2,500
Printers					3,605	3,500
Customer Service Windows					86,520	84,000
Space Rental					386,250	375,000

Postage	673,608	673,608
Tickets/Envelopes	43,831	42,554
Pay-by-phone/800#/Pay-Online Fees	681,243	681,243
Mobile License Recognition Cameras	75,320	75,320
Total Capital & Operating	<u>2,817,707</u>	<u>2,800,968</u>
Program Overhead	92,605	92,605
ESTIMATED TOTAL CITY COST	<u>8,101,414</u>	<u>8,855,758</u>
LESS: ESTIMATED TOTAL CONTRACT COST		
Contract Monitoring Cost	<u>(8,016,082)</u>	<u>(8,026,148)</u>
ESTIMATED SAVINGS	<u>\$ 85,332</u>	<u>\$ 829,611</u>
% of Savings to City Cost	1%	9%

Comments/Assumptions:

1. FY XXXX would be/was the first year these services are/were contracted out.
 2. Salary rates as posted in DHR website at June 30, 2014 Costs are represented as annual 12 month costs.
 3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-
 4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
- <List any other comments or assumptions>



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: Towing, Storage, and Disposal Contract – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for towing, storage, and disposal services 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 Years 2014-15 and 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,



Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

Please Fill Out Highlighted Areas Only.

SFMTA-FINANCE
 TOWING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Management & Administration						
MIS Administrator III	1023	1.0	3,256	3,957	84,982	103,278
Senior Payroll & Personnel Clerk	1222	1.0	2,319	2,819	60,526	73,576
Accountant IV	1657	1.0	3,470	4,539	90,567	118,468
Senior Administrative Analyst	1823	1.0	3,117	3,788	81,354	98,867
Dispatch & Customer Processing						
Clerk	1404	3.0	1,654	2,009	129,508	157,305
Account Clerk	1630	3.0	1,773	2,156	138,826	168,815
Principal Account Clerk	1634	1.0	2,319	2,819	60,526	73,576
Senior Accountant	1652	1.0	2,478	3,012	64,676	78,613
Communications Dispatcher I	1704	7.0	1,827	2,221	333,793	405,777
Communications Dispatcher II	1705	1.0	2,023	2,459	52,800	64,180
Senior Management Assistant	1844	1.0	2,819	3,426	73,576	89,419
Cashier II	4321	7.0	1,840	2,236	336,168	408,517
Cashier III	4322	3.0	2,063	2,507	161,533	196,298
Collection Supervisor	4366	3.0	2,466	2,997	193,088	234,665
Vehicle Storage & Disposal						
Sr Materials & Supplies Supervisor	1926	2.0	1,862	2,264	97,196	118,181
Storekeeper	1934	10.0	1,809	2,199	472,149	573,939
Senior Storekeeper	1936	3.0	1,927	2,342	150,884	183,379
Assistant Materials Coordinator	1942	1.0	3,041	3,696	79,370	96,466
Purchaser	1952	2.0	2,627	3,193	137,129	166,675
Security Guard	8202	4.0	1,588	2,342	165,787	244,505
Towing Services						
Truck Driver	7355	50.0	2,387	3,041	3,115,035	3,968,505
Automobile Mechanic-Assst Supvsr (3)	7382	1.0	3,629	3,629	94,717	94,717
Automobile Mechanic (3)	7381	5.0	3,012	3,012	393,066	393,066
Holiday Pay (if applicable)						
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)					185,886	229,576
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		112.00			6,753,142	8,340,360

FRINGE BENEFITS

Variable		2,183,588	2,618,661
Fixed		1,577,754	1,577,754
Total Benefits		3,761,342	4,196,415

ADDITIONAL CITY COSTS (if applicable)

Capital and Operations:

Postage+supplies+uniforms	66,172	66,172
Rent - 7th St and Bayshore; office furniture/computers	2,611,243	2,611,243
Specialized Software	368,168	368,168
Fuel (assume 10mi/gal)	225,000	225,000
Communications (handheld devices)	15,000	15,000
Utilities	42,000	42,000
Truck & Lift Repair & Maintenance	90,000	90,000

Trucks	,000	870,000
	<u>4,287,582</u>	<u>4,287,582</u>
ESTIMATED TOTAL CITY COST	<u>14,802,066</u>	<u>16,824,357</u>
LESS: ESTIMATED TOTAL CONTRACT COST	<u>(14,027,675)</u>	<u>(14,027,967)</u>
ESTIMATED SAVINGS	<u>\$ 774,391</u>	<u>\$ 2,796,390</u>
% of Savings to City Cost	5%	17%

Comments/Assumptions:

1. FY 2005 was the first year these services were contracted out.
2. Salary rates as posted in DHR website, rates at June 30, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.

Please Fill Out Highlighted Areas Only.

SFMTA-FINANCE
 TOWING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
					\$ -	\$ -
<u>Management & Administration</u>						
MIS Administrator III	1023	1.0	3,256	3,957	84,982	103,278
Senior Payroll & Personnel Clerk	1222	1.0	2,319	2,819	60,526	73,576
Accountant IV	1657	1.0	3,470	4,539	90,567	118,468
Senior Administrative Analyst	1823	1.0	3,117	3,788	81,354	98,867
<u>Dispatch & Customer Processing</u>						
Clerk	1404	3.0	1,654	2,009	129,508	157,305
Account Clerk	1630	3.0	1,773	2,156	138,826	168,815
Principal Account Clerk	1634	1.0	2,319	2,819	60,526	73,576
Senior Accountant	1652	1.0	2,478	3,012	64,676	78,613
Communications Dispatcher I	1704	7.0	1,827	2,221	333,793	405,777
Communications Dispatcher II	1705	1.0	2,023	2,459	52,800	64,180
Senior Management Assistant	1844	1.0	2,819	3,426	73,576	89,419
Cashier II	4321	7.0	1,840	2,236	336,168	408,517
Cashier III	4322	3.0	2,063	2,507	161,533	196,298
Collection Supervisor	4366	3.0	2,466	2,997	193,088	234,665
<u>Vehicle Storage & Disposal</u>						
Sr Materials & Supplies Supervisor	1926	2.0	1,862	2,264	97,196	118,181
Storekeeper	1934	10.0	1,809	2,199	472,149	573,939
Senior Storekeeper	1936	3.0	1,927	2,342	150,884	183,379
Assistant Materials Coordinator	1942	1.0	3,041	3,696	79,370	96,466
Purchaser	1952	2.0	2,627	3,193	137,129	166,675
Security Guard	8202	4.0	1,588	2,342	165,787	244,505
<u>Towing Services</u>						
Truck Driver	7355	50.0	2,387	3,041	3,115,035	3,968,505
Automobile Mechanic-Asst Supvrs (3)	7382	1.0	3,629	3,629	94,717	94,717
Automobile Mechanic (3)	7381	5.0	3,012	3,012	393,066	393,066
Holiday Pay (if applicable)						
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)					185,886	229,576
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		112.00			6,753,142	8,340,360

FRINGE BENEFITS

Variable					2,086,985	2,502,309
Fixed					1,633,415	1,633,415
Total Benefits					3,720,400	4,135,724

ADDITIONAL CITY COSTS (if applicable)

Capital and Operations:

Postage+supplies+uniforms					66,172	66,172
---------------------------	--	--	--	--	--------	--------

Rent - 7th St and Bayshore; office furniture/computers	2,611,243	2,611,243
Specialized Software	368,168	368,168
Fuel (assume 10mi/gal)	225,000	225,000
Communications (handheld devices)	15,000	15,000
Utilities	368,168	368,168
Truck & Lift Repair & Maintenance	90,000	90,000
Trucks	870,000	870,000
	<u>4,613,750</u>	<u>4,613,750</u>
ESTIMATED TOTAL CITY COST	15,087,291	17,089,834
LESS: ESTIMATED TOTAL CONTRACT COST	(14,548,211)	(14,548,501)
ESTIMATED SAVINGS	\$ 539,080	\$ 2,541,332
% of Savings to City Cost	4%	15%

Comments/Assumptions:

1. FY 2005 was the first year these services were contracted out.
2. Salary rates as posted in DHR website, rates at June 30, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: Towing, Storage, and Disposal Contract – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for towing, storage, and disposal services have been reviewed by my staff.

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Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

Please Fill Out Highlighted Areas Only.

SFMTA-FINANCE
 TOWING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Management & Administration						
MIS Administrator III	1023	1.0	3,256	3,957	84,982	103,278
Senior Payroll & Personnel Clerk	1222	1.0	2,319	2,819	60,526	73,576
Accountant IV	1657	1.0	3,470	4,539	90,567	118,468
Senior Administrative Analyst	1823	1.0	3,117	3,788	81,354	98,867
Dispatch & Customer Processing						
Clerk	1404	3.0	1,654	2,009	129,508	157,305
Account Clerk	1630	3.0	1,773	2,156	138,826	168,815
Principal Account Clerk	1634	1.0	2,319	2,819	60,526	73,576
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Cashier II	4321	7.0	1,840	2,236	336,168	408,517
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Vehicle Storage & Disposal						
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Storekeeper	1934	10.0	1,809	2,199	472,149	573,939
Senior Storekeeper	1936	3.0	1,927	2,342	150,884	183,379
Assistant Materials Coordinator	1942	1.0	3,041	3,696	79,370	96,466
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Automobile Mechanic-Assst Supvsr (3)	7382	1.0	3,629	3,629	94,717	94,717
Automobile Mechanic (3)	7381	5.0	3,012	3,012	393,066	393,066
Holiday Pay (if applicable)						
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)					185,886	229,576
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		112.00			6,753,142	8,340,360

FRINGE BENEFITS

Variable					2,183,588	2,618,661
Fixed					1,577,754	1,577,754
Total Benefits					3,761,342	4,196,415

ADDITIONAL CITY COSTS (if applicable)

Capital and Operations:

Postage+supplies+uniforms					66,172	66,172
Rent - 7th St and Bayshore; office furniture/computers					2,611,243	2,611,243
Specialized Software					368,168	368,168
Fuel (assume 10mi/gal)					225,000	225,000
Communications (handheld devices)					15,000	15,000
Utilities					42,000	42,000
Truck & Lift Repair & Maintenance					90,000	90,000

Trucks	,000	870,000
	<u>4,287,582</u>	<u>4,287,582</u>
ESTIMATED TOTAL CITY COST	<u>14,802,066</u>	<u>16,824,357</u>
LESS: ESTIMATED TOTAL CONTRACT COST	<u>(14,027,675)</u>	<u>(14,027,967)</u>
ESTIMATED SAVINGS	<u>\$ 774,391</u>	<u>\$ 2,796,390</u>
% of Savings to City Cost	5%	17%

Comments/Assumptions:

1. FY 2005 was the first year these services were contracted out.
2. Salary rates as posted in DHR website, rates at June 30, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.

Please Fill Out Highlighted Areas Only.

SFMTA-FINANCE
 TOWING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
					\$	\$
Management & Administration						
MIS Administrator III	1023	1.0	3,256	3,957	84,982	103,278
Senior Payroll & Personnel Clerk	1222	1.0	2,319	2,819	60,526	73,576
Accountant IV	1657	1.0	3,470	4,539	90,567	118,468
Senior Administrative Analyst	1823	1.0	3,117	3,788	81,354	98,867
Dispatch & Customer Processing						
Clerk	1404	3.0	1,654	2,009	129,508	157,305
Account Clerk	1630	3.0	1,773	2,156	138,826	168,815
Principal Account Clerk	1634	1.0	2,319	2,819	60,526	73,576
Senior Accountant	1652	1.0	2,478	3,012	64,676	78,613
Communications Dispatcher I	1704	7.0	1,827	2,221	333,793	405,777
Communications Dispatcher II	1705	1.0	2,023	2,459	52,800	64,180
Senior Management Assistant	1844	1.0	2,819	3,426	73,576	89,419
Cashier II	4321	7.0	1,840	2,236	336,168	408,517
Cashier III	4322	3.0	2,063	2,507	161,533	196,298
Collection Supervisor	4366	3.0	2,466	2,997	193,088	234,665
Vehicle Storage & Disposal						
Sr Materials & Supplies Supervisor	1926	2.0	1,862	2,264	97,196	118,181
Storekeeper	1934	10.0	1,809	2,199	472,149	573,939
Senior Storekeeper	1936	3.0	1,927	2,342	150,884	183,379
Assistant Materials Coordinator	1942	1.0	3,041	3,696	79,370	96,466
Purchaser	1952	2.0	2,627	3,193	137,129	166,675
Security Guard	8202	4.0	1,588	2,342	165,787	244,505
Towing Services						
Truck Driver	7355	50.0	2,387	3,041	3,115,035	3,968,505
Automobile Mechanic-Asst Supvrs (3)	7382	1.0	3,629	3,629	94,717	94,717
Automobile Mechanic (3)	7381	5.0	3,012	3,012	393,066	393,066
Holiday Pay (if applicable)						
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)					185,886	229,576
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		112.00			6,753,142	8,340,360

FRINGE BENEFITS

Variable		2,086,985	2,502,309
Fixed		1,633,415	1,633,415
Total Benefits		3,720,400	4,135,724

ADDITIONAL CITY COSTS (if applicable)

Capital and Operations:

Postage+supplies+uniforms		66,172	66,172
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Rent - 7th St and Bayshore; office furniture/computers	2,611,243	2,611,243
Specialized Software	368,168	368,168
Fuel (assume 10mi/gal)	225,000	225,000
Communications (handheld devices)	15,000	15,000
Utilities	368,168	368,168
Truck & Lift Repair & Maintenance	90,000	90,000
Trucks	870,000	870,000
	<u>4,613,750</u>	<u>4,613,750</u>
ESTIMATED TOTAL CITY COST	15,087,291	17,089,834
LESS: ESTIMATED TOTAL CONTRACT COST	(14,548,211)	(14,548,501)
ESTIMATED SAVINGS	\$ 539,080	\$ 2,541,332
% of Savings to City Cost	4%	15%

Comments/Assumptions:

1. FY 2005 was the first year these services were contracted out.
2. Salary rates as posted in DHR website, rates at June 30, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: Towing, Storage, and Disposal Contract – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for towing, storage, and disposal services 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 Years 2014-15 and 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

Please Fill Out Highlighted Areas Only.

SFMTA-FINANCE
 TOWING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
<u>Management & Administration</u>						
MIS Administrator III	1023	1.0	3,256	3,957	84,982	103,278
Senior Payroll & Personnel Clerk	1222	1.0	2,319	2,819	60,526	73,576
Accountant IV	1657	1.0	3,470	4,539	90,567	118,468
Senior Administrative Analyst	1823	1.0	3,117	3,788	81,354	98,867
<u>Dispatch & Customer Processing</u>						
Clerk	1404	3.0	1,654	2,009	129,508	157,305
Account Clerk	1630	3.0	1,773	2,156	138,826	168,815
Principal Account Clerk	1634	1.0	2,319	2,819	60,526	73,576
Senior Accountant	1652	1.0	2,478	3,012	64,676	78,613
Communications Dispatcher I	1704	7.0	1,827	2,221	333,793	405,777
Communications Dispatcher II	1705	1.0	2,023	2,459	52,800	64,180
Senior Management Assistant	1844	1.0	2,819	3,426	73,576	89,419
Cashier II	4321	7.0	1,840	2,236	336,168	408,517
Cashier III	4322	3.0	2,063	2,507	161,533	196,298
Collection Supervisor	4366	3.0	2,466	2,997	193,088	234,665
<u>Vehicle Storage & Disposal</u>						
Sr Materials & Supplies Supervisor	1926	2.0	1,862	2,264	97,196	118,181
Storekeeper	1934	10.0	1,809	2,199	472,149	573,939
Senior Storekeeper	1936	3.0	1,927	2,342	150,884	183,379
Assistant Materials Coordinator	1942	1.0	3,041	3,696	79,370	96,466
Purchaser	1952	2.0	2,627	3,193	137,129	166,675
Security Guard	8202	4.0	1,588	2,342	165,787	244,505
<u>Towing Services</u>						
Truck Driver	7355	50.0	2,387	3,041	3,115,035	3,968,505
Automobile Mechanic-Assst Supvr (3)	7382	1.0	3,629	3,629	94,717	94,717
Automobile Mechanic (3)	7381	5.0	3,012	3,012	393,066	393,066
Holiday Pay (if applicable)						
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)					185,886	229,576
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		112.00			6,753,142	8,340,360

FRINGE BENEFITS

Variable		2,183,588	2,618,661
Fixed		1,577,754	1,577,754
Total Benefits		3,761,342	4,196,415

ADDITIONAL CITY COSTS (if applicable)

Capital and Operations:

Postage+supplies+uniforms	66,172	66,172
Rent - 7th St and Bayshore; office furniture/computers	2,611,243	2,611,243
Specialized Software	368,168	368,168
Fuel (assume 10mi/gal)	225,000	225,000
Communications (handheld devices)	15,000	15,000
Utilities	42,000	42,000
Truck & Lift Repair & Maintenance	90,000	90,000

Trucks	,000	870,000
	<u>4,287,582</u>	<u>4,287,582</u>
ESTIMATED TOTAL CITY COST	<u>14,802,066</u>	<u>16,824,357</u>
LESS: ESTIMATED TOTAL CONTRACT COST	<u>(14,027,675)</u>	<u>(14,027,967)</u>
ESTIMATED SAVINGS	<u>\$ 774,391</u>	<u>\$ 2,796,390</u>
% of Savings to City Cost	5%	17%

Comments/Assumptions:

1. FY 2005 was the first year these services were contracted out.
2. Salary rates as posted in DHR website, rates at June 30, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.

Please Fill Out Highlighted Areas Only.

SFMTA-FINANCE
 TOWING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
					\$ -	\$ -
<u>Management & Administration</u>						
MIS Administrator III	1023	1.0	3,256	3,957	84,982	103,278
Senior Payroll & Personnel Clerk	1222	1.0	2,319	2,819	60,526	73,576
Accountant IV	1657	1.0	3,470	4,539	90,567	118,468
Senior Administrative Analyst	1823	1.0	3,117	3,788	81,354	98,867
<u>Dispatch & Customer Processing</u>						
Clerk	1404	3.0	1,654	2,009	129,508	157,305
Account Clerk	1630	3.0	1,773	2,156	138,826	168,815
Principal Account Clerk	1634	1.0	2,319	2,819	60,526	73,576
Senior Accountant	1652	1.0	2,478	3,012	64,676	78,813
Communications Dispatcher I	1704	7.0	1,827	2,221	333,793	405,777
Communications Dispatcher II	1705	1.0	2,023	2,459	52,800	64,180
Senior Management Assistant	1844	1.0	2,819	3,426	73,576	89,419
Cashier II	4321	7.0	1,840	2,236	336,168	408,517
Cashier III	4322	3.0	2,063	2,507	161,533	196,298
Collection Supervisor	4366	3.0	2,466	2,997	193,088	234,665
<u>Vehicle Storage & Disposal</u>						
Sr Materials & Supplies Supervisor	1926	2.0	1,862	2,264	97,196	118,181
Storekeeper	1934	10.0	1,809	2,199	472,149	573,939
Senior Storekeeper	1936	3.0	1,927	2,342	150,884	183,379
Assistant Materials Coordinator	1942	1.0	3,041	3,696	79,370	96,466
Purchaser	1952	2.0	2,627	3,193	137,129	166,675
Security Guard	8202	4.0	1,588	2,342	165,787	244,505
<u>Towing Services</u>						
Truck Driver	7355	50.0	2,387	3,041	3,115,035	3,968,505
Automobile Mechanic-Asst Supvsr (3)	7382	1.0	3,629	3,629	94,717	94,717
Automobile Mechanic (3)	7381	5.0	3,012	3,012	393,066	393,066
Holiday Pay (if applicable)						
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)					185,886	229,576
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs			112.00		6,753,142	8,340,360

FRINGE BENEFITS

Variable		2,086,985	2,502,309
Fixed		1,633,415	1,633,415
Total Benefits		3,720,400	4,135,724

ADDITIONAL CITY COSTS (if applicable)

Capital and Operations:

Postage+supplies+uniforms		66,172	66,172
---------------------------	--	--------	--------

Rent - 7th St and Bayshore; office furniture/computers	2,611,243	2,611,243
Specialized Software	368,168	368,168
Fuel (assume 10mi/gal)	225,000	225,000
Communications (handheld devices)	15,000	15,000
Utilities	368,168	368,168
Truck & Lift Repair & Maintenance	90,000	90,000
Trucks	870,000	870,000
	<u>4,613,750</u>	<u>4,613,750</u>
ESTIMATED TOTAL CITY COST	<u>15,087,291</u>	<u>17,089,834</u>
LESS: ESTIMATED TOTAL CONTRACT COST	<u>(14,548,211)</u>	<u>(14,548,501)</u>
ESTIMATED SAVINGS	<u>\$ 539,080</u>	<u>\$ 2,541,332</u>
% of Savings to City Cost	4%	15%

Comments/Assumptions:

1. FY 2005 was the first year these services were contracted out.
2. Salary rates as posted in DHR website, rates at June 30, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: SFMTA Paratransit Services Contract – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Paratransit Services Contract 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 Years 2014-15 and 2015-16 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 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

Please Fill Out Highlighted Areas Only.

SFMTA - ADMINISTRATION
 PARATRANSIT SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate (2)		Low	High
Transit Operators	9163	148.0	\$ 1,488	\$ 2,362	\$ 5,747,846	\$ 9,123,934
Chauffeur (5)	7312	231.0	\$ 1,190	\$ 1,890	\$ 7,177,041	\$ 11,392,587
Auto Mechanic Assistant Supervisor	7382	2.0	\$ 3,629	\$ 3,629	\$ 189,434	\$ 189,434
Auto Mechanic	7381	12.0	\$ 3,012	\$ 3,012	\$ 943,358	\$ 943,358
Auto Service Worker	7410	8.0	\$ 2,009	\$ 2,442	\$ 419,479	\$ 509,890
Transit Car Cleaner	9102	7.0	\$ 1,918	\$ 2,332	\$ 350,419	\$ 426,056
Transit Supervisor	9139	2.0	\$ 2,786	\$ 3,387	\$ 145,429	\$ 176,801
Transit Manager I	9140	4.0	\$ 3,289	\$ 3,998	\$ 343,372	\$ 417,391
Passenger Services Specialist	9135	14.0	\$ 2,110	\$ 2,564	\$ 770,994	\$ 936,886
Senior Clerk Typist	1426	6.0	\$ 1,866	\$ 2,292	\$ 295,348	\$ 358,927
Senior Eligibility Worker	2905	5.0	\$ 2,354	\$ 2,862	\$ 307,197	\$ 373,491

Overtime pay during holidays (50% of holiday pay, applicable class)		344,467	514,837
Night / Shift Differential (8.25% of salary for estimated 1/3 of employees)		458,514	682,657
Other Pay: 9163 (Uniform \$300/person/year)		44,400	44,400
Other Pay: 7312 (Uniform \$300/person/year)		69,300	69,300
Other Pay: 7410 (Shoes \$250/person/year)		2,000	2,000
Other Pay: 7381 and 7382 (Tool \$550/person/year)		7,700	7,700

FY20 11-12 Projected Trips	1,108,377		
FY20 14-15 Projected Trips	860,213		
% Change in Projected Passenger Trips (6)	-22%	(97.7)	(3,919,548) (5,822,632)
Total Salary Costs	341.3		\$ 13,696,749 \$ 20,347,019

FRINGE BENEFITS

Variable Fringes (3)			6,820,001	9,892,768
Fixed Fringes (4)			4,070,469	4,070,469
Fringe on Overtime/Premium		7.9%	63,438	94,602
% Change in Projected Passenger Trips (6)	-22%		(2,437,196)	(3,127,807)
Total Fringe Benefits			8,516,710	10,930,032

Capital and Operating Costs

Estimated Capital Costs	Quantity	Unit cost		
Sedans, 4-door midsize	200	\$ 28,000	5,600,000	5,600,000
Vans, Type A, lift equipped	49	\$ 56,000	2,744,000	2,744,000
Vans, Type B, lift equipped	64	\$ 60,000	3,840,000	3,840,000
Vans, ramp-equipped	25	\$ 45,000	1,125,000	1,125,000
2-way radios	338	\$ 50	16,900	16,900
% Change in Projected Passenger Trips (6)	-22%		(2,964,954)	(2,964,954)
Vans, Type A, lift equipped - MTA Owned	0	\$ 56,000	0	0
Vans, Type A, lift equipped - Lease revenue loss	0	\$ 56,000	0	0
Vans, Type B, lift equipped - MTA Owned	(61)	\$ 60,000	(3,660,000)	(3,660,000)
Vans, Type B, lift equipped - Lease Revenue loss	61	\$ 60,000	3,660,000	3,660,000
Vans, ramp-equipped - MTA Owned	(6)	\$ 45,000	(270,000)	(270,000)
Vans, ramp-equipped - Lease Revenue loss	6	\$ 45,000	270,000	270,000
Total Capital Costs (Straight line depreciation over 4 years)			10,360,946	10,360,946
			2,590,237	2,590,237

Estimated Operating Costs				
Fuel (Est miles per gal 6.61 at 3.96 miles per trip & \$3.10 per gallon)			1,597,576	1,597,576
Parts (Est at \$2,324 per vehicle)			610,739	610,739
Claims (Est at 3.9% of salaries and capital cost: 2.5% payout/0.9% City Attorney/1.5% added exposure in paratransit)			635,192	635,192
Total Operating Costs			2,843,507	2,843,507

ESTIMATED TOTAL CITY COST

27,647,202 36,710,794

LESS: ESTIMATED TOTAL CONTRACT COST

(20,524,139) (20,495,569)

ESTIMATED SAVINGS

\$ 7,123,063 \$ 16,215,224

% of Savings to City Cost

26% 44%

Comments/Assumptions:

1. FY84 was the first year these services were contracted out.
2. Biweekly salary rates: FY14-15 rates based on June 2014 rates. FY1516 assumed no salary rate increase.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. Classification has been abolished; this analysis assumes the class would be reestablished with a compensation rate equivalent to related
6. Passenger trip projections have decreased 22% from FY1112; this reduction has been applied to Staff, Capital and Operating cost included in

Please Fill Out Highlighted Areas On...

SFMTA - ADMINISTRATION
 PARATRANSIT SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate (2)	Low	High
Transit Operators	9163	148.0	\$ 1,488 \$ 2,362	\$ 5,769,869	\$ 9,158,891
Chauffeur (5)	7312	231.0	\$ 1,190 \$ 1,890	\$ 7,204,539	\$ 11,436,237
Auto Mechanic Assistant Supervisor	7382	2.0	\$ 3,629 \$ 3,629	\$ 190,160	\$ 190,160
Auto Mechanic	7381	12.0	\$ 3,012 \$ 3,012	\$ 946,973	\$ 946,973
Auto Service Worker	7410	8.0	\$ 2,009 \$ 2,442	\$ 421,086	\$ 511,843
Transit Car Cleaner	9102	7.0	\$ 1,918 \$ 2,332	\$ 351,761	\$ 427,689
Transit Supervisor	9139	2.0	\$ 2,786 \$ 3,387	\$ 145,986	\$ 177,479
Transit Manager I	9140	4.0	\$ 3,289 \$ 3,998	\$ 344,687	\$ 418,990
Passenger Services Specialist	9135	14.0	\$ 2,110 \$ 2,564	\$ 773,948	\$ 940,475
Senior Clerk Typist	1426	6.0	\$ 1,886 \$ 2,292	\$ 296,479	\$ 360,302
Senior Eligibility Worker	2905	5.0	\$ 2,354 \$ 2,862	\$ 308,374	\$ 374,922
Overtime pay during holidays (50% of holiday pay, applicable class)				344,467	514,837
Night / Shift Differential (8.25% of salary for estimated 1/3 of employees)				460,270	685,273
Other Pay: 9163 (Uniform \$300/person/year)				44,400	44,400
Other Pay: 7312 (Uniform \$300/person/year)				69,300	69,300
Other Pay: 7410 (Shoes \$250/person/year)				2,000	2,000
Other Pay: 7381 and 7382 (Tool \$550/person/year)				7,700	7,700
FY2011-12 Projected Trips	1,106,377				
FY2015-16 Projected Trips	860,213				
% Change in Projected Passenger Trips (6)	-22%	(97.7)		(3,934,167)	(5,844,397)
Total Salary Costs		341.3		13,747,833	20,423,075

FRINGE BENEFITS

Variable Fringes (3)				6,582,813	9,145,113
Fixed Fringes (4)				4,199,157	4,199,157
Fringe on Overtime/Premium			7.9%	63,735	95,049
% Change in Projected Passenger Trips (6)	-22%			(2,413,121)	(2,990,189)
Total Fringe Benefits				8,432,583	10,449,130

Capital and Operating Costs

Estimated Capital Costs	Quantity	Unit cost		
Sedans, 4-door midsize (200 Count)	200	\$ 28,000		5,600,000 5,600,000
Vans, Type A, lift equipped	49	\$ 56,000		2,744,000 2,744,000
Vans, Type B, lift equipped	64	\$ 60,000		3,840,000 3,840,000
Vans, ramp-equipped	25	\$ 45,000		1,125,000 1,125,000
2-way radios	338	\$ 50		16,900 16,900
% Change in Projected Passenger Trips (6)	-22%			(2,964,954) (2,964,954)
Vans, Type A, lift equipped - MTA Owned	0	\$ 56,000		0 0
Vans, Type A, lift equipped - Lease revenue loss	0	\$ 56,000		0 0
Vans, Type B, lift equipped - MTA Owned	(61)	\$ 60,000		(3,660,000) (3,660,000)
Vans, Type B, lift equipped - Lease Revenue loss	61	\$ 60,000		3,660,000 3,660,000
Vans, ramp-equipped - MTA Owned	(6)	\$ 45,000		(270,000) (270,000)
Vans, ramp-equipped - Lease Revenue loss	6	\$ 45,000		270,000 270,000
Total Capital Costs (Straight line depreciation over 4 years)				10,360,946 10,360,946
% Change in Projected Passenger Trips (6)				2,590,237 2,590,237
Estimated Operating Costs				
Fuel (Est miles per gal 6.61 at 3.96 miles per trip & \$3.10 per gallon)				1,597,576 1,597,576
Parts (Est at \$2,324 per vehicle) (7) CPI = 3%				629,061 629,061
Claims (Est at 3.9% of salaries and capital cost: 2.5% payout/.9% City Attorney/.5% added exposure in paratransit)				637,185 897,519
Total Operating Costs				2,863,822 3,124,156

ESTIMATED TOTAL CITY COST

27,634,475 36,586,598

LESS: ESTIMATED TOTAL CONTRACT COST

(21,144,601) (21,116,844)

ESTIMATED SAVINGS

\$ 6,489,874 \$ 15,469,753

% of Savings to City Cost

23% 42%

Comments/Assumptions:

1. FY84 was the first year these services were contracted out.
2. Biweekly salary rates: FY1415 rates based on June 2014 rates. FY1516 assumed no salary rate increase.
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6. Passenger trip projections have decreased 22% from FY1112; this reduction has been applied to Staff, Capital and Operating cost included in this estimate.
7. Assumed 3% CPI adjustment for FY1516 automotive parts.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: SFMTA Paratransit Services Contract – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Paratransit Services Contract 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 Years 2014-15 and 2015-16 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 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

Please Fill Out Highlighted Areas Only.

SFMTA - ADMINISTRATION
 PARATRANSIT SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate (2)		Low	High
Transit Operators	9163	148.0	\$ 1,488	\$ 2,362	\$ 5,747,848	\$ 9,123,934
Chauffeur (5)	7312	231.0	\$ 1,190	\$ 1,890	\$ 7,177,041	\$ 11,392,587
Auto Mechanic Assistant Supervisor	7382	2.0	\$ 3,629	\$ 3,629	\$ 189,434	\$ 189,434
Auto Mechanic	7381	12.0	\$ 3,012	\$ 3,012	\$ 943,358	\$ 943,358
Auto Service Worker	7410	8.0	\$ 2,009	\$ 2,442	\$ 419,479	\$ 509,890
Transit Car Cleaner	9102	7.0	\$ 1,918	\$ 2,332	\$ 350,419	\$ 426,056
Transit Supervisor	9139	2.0	\$ 2,786	\$ 3,387	\$ 145,429	\$ 176,801
Transit Manager I	9140	4.0	\$ 3,289	\$ 3,998	\$ 343,372	\$ 417,391
Passenger Services Specialist	9135	14.0	\$ 2,110	\$ 2,564	\$ 770,994	\$ 936,886
Senior Clerk Typist	1426	6.0	\$ 1,886	\$ 2,292	\$ 295,348	\$ 358,927
Senior Eligibility Worker	2905	5.0	\$ 2,354	\$ 2,862	\$ 307,197	\$ 373,491

Overtime pay during holidays (50% of holiday pay, applicable class)					344,467	514,837
Night / Shift Differential (8.25% of salary for estimated 1/3 of employees)					458,514	682,657
Other Pay: 9163 (Uniform \$300/person/year)					44,400	44,400
Other Pay: 7312 (Uniform \$300/person/year)					69,300	69,300
Other Pay: 7410 (Shoes \$250/person/year)					2,000	2,000
Other Pay: 7381 and 7382 (Tool \$550/person/year)					7,700	7,700

FY2011-12 Projected Trips	1,106,377					
FY2014-15 Projected Trips	860,213					
% Change in Projected Passenger Trips (8)	-22%	(97.7)			(3,919,548)	(5,822,632)
Total Salary Costs	341.3				\$ 13,696,749	\$ 20,347,019

FRINGE BENEFITS

Variable Fringes (3)					6,820,001	9,892,768
Fixed Fringes (4)					4,070,469	4,070,469
Fringe on Overtime/Premium				7.9%	63,436	94,602
% Change in Projected Passenger Trips (6)	-22%				(2,437,196)	(3,127,807)
Total Fringe Benefits					8,516,710	10,930,032

Capital and Operating Costs

Estimated Capital Costs	Quantity	Unit cost		
Sedans, 4-door midsize	200	\$ 28,000	5,600,000	5,600,000
Vans, Type A, lift equipped	49	\$ 56,000	2,744,000	2,744,000
Vans, Type B, lift equipped	64	\$ 60,000	3,840,000	3,840,000
Vans, ramp-equipped	25	\$ 45,000	1,125,000	1,125,000
2-way radios	338	\$ 50	16,900	16,900
% Change in Projected Passenger Trips (6)	-22%		(2,964,954)	(2,964,954)
Vans, Type A, lift equipped - MTA Owned	0	\$ 56,000	0	0
Vans, Type A, lift equipped - Lease revenue loss	0	\$ 56,000	0	0
Vans, Type B, lift equipped - MTA Owned	(61)	\$ 60,000	(3,660,000)	(3,660,000)
Vans, Type B, lift equipped - Lease Revenue loss	61	\$ 60,000	3,660,000	3,660,000
Vans, ramp-equipped - MTA Owned	(8)	\$ 45,000	(270,000)	(270,000)
Vans, ramp-equipped - Lease Revenue loss	8	\$ 45,000	270,000	270,000
Total Capital Costs (Straight line depreciation over 4 years)			10,360,946	10,360,946
			2,590,237	2,590,237

Estimated Operating Costs				
Fuel (Est miles per gal 6.61 at 3.96 miles per trip & \$3.10 per gallon)			1,597,576	1,597,576
Parts (Est at \$2,324 per vehicle)			610,739	610,739
Claims (Est at 3.9% of salaries and capital cost: 2.5% payout/.9% City Attorney/.5% added exposure in paratransit)			635,192	635,192
Total Operating Costs			2,843,507	2,843,507

ESTIMATED TOTAL CITY COST

27,647,202 36,710,794

LESS: ESTIMATED TOTAL CONTRACT COST

(20,524,139) (20,495,569)

ESTIMATED SAVINGS

\$ 7,123,063 \$ 16,215,224

% of Savings to City Cost

26% 44%

Comments/Assumptions:

1. FY84 was the first year these services were contracted out.
2. Biweekly salary rates: FY14 15 rates based on June 2014 rates. FY1516 assumed no salary rate increase.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability.
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SFMTA - ADMINISTRATION
 PARATRANSIT SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate (2)		Low	High
Transit Operators	9183	148.0	\$ 1,488	\$ 2,362	\$ 5,769,869	\$ 9,158,891
Chauffeur (5)	7312	231.0	\$ 1,190	\$ 1,890	\$ 7,204,539	\$ 11,436,237
Auto Mechanic Assistant Supervisor	7382	2.0	\$ 3,629	\$ 3,629	\$ 190,160	\$ 190,160
Auto Mechanic	7381	12.0	\$ 3,012	\$ 3,012	\$ 946,973	\$ 946,973
Auto Service Worker	7410	8.0	\$ 2,009	\$ 2,442	\$ 421,086	\$ 511,843
Transit Car Cleaner	9102	7.0	\$ 1,918	\$ 2,332	\$ 351,761	\$ 427,689
Transit Supervisor	9139	2.0	\$ 2,788	\$ 3,387	\$ 145,986	\$ 177,479
Transit Manager I	9140	4.0	\$ 3,289	\$ 3,998	\$ 344,687	\$ 418,990
Passenger Services Specialist	9135	14.0	\$ 2,110	\$ 2,564	\$ 773,948	\$ 940,475
Senior Clerk Typist	1426	6.0	\$ 1,886	\$ 2,292	\$ 296,479	\$ 360,302
Senior Eligibility Worker	2905	5.0	\$ 2,354	\$ 2,862	\$ 308,374	\$ 374,922

Overtime pay during holidays (50% of holiday pay, applicable class)		344,467	514,837
Night / Shift Differential (8.25% of salary for estimated 1/3 of employees)		460,270	685,273
Other Pay: 9163 (Uniform \$300/person/year)		44,400	44,400
Other Pay: 7312 (Uniform \$300/person/year)		69,300	69,300
Other Pay: 7410 (Shoes \$250/person/year)		2,000	2,000
Other Pay: 7381 and 7382 (Tool \$550/person/year)		7,700	7,700

FY2011-12 Projected Trips	1,106,377		
FY2015-16 Projected Trips	860,213		
% Change in Projected Passenger Trips (6)	-22%	(97.7)	(3,934,167) (5,844,397)
Total Salary Costs	341.3		13,747,833 20,423,075

FRINGE BENEFITS

Variable Fringes (3)			6,582,813	9,145,113
Fixed Fringes (4)			4,199,157	4,199,167
Fringe on Overtime/Premium		7.9%	63,735	95,049
% Change in Projected Passenger Trips (6)	-22%		(2,413,121)	(2,990,189)
Total Fringe Benefits			8,432,583	10,449,130

Capital and Operating Costs

Estimated Capital Costs	Quantity	Unit cost		
Sedans, 4-door midsize (200 Count)	200	\$ 28,000	5,600,000	5,600,000
Vans, Type A, lift equipped	49	\$ 56,000	2,744,000	2,744,000
Vans, Type B, lift equipped	64	\$ 60,000	3,840,000	3,840,000
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% Change in Projected Passenger Trips (6)				
Estimated Operating Costs				
Fuel (Est miles per gal 6.61 at 3.96 miles per trip & \$3.10 per gallon)			1,597,576	1,597,576
Parts (Est at \$2,324 per vehicle) (7) CPI = 3%			629,061	629,061
Claims (Est at 3.9% of salaries and capital cost: 2.5% payout/.9% City Attorney/.5% added exposure in paratransit)			637,185	897,519
Total Operating Costs			2,863,822	3,124,156

ESTIMATED TOTAL CITY COST

27,634,475 36,586,598

LESS: ESTIMATED TOTAL CONTRACT COST

(21,144,601) (21,116,844)

ESTIMATED SAVINGS

\$ 6,489,874 \$ 15,469,763

% of Savings to City Cost

23% 42%

Comments/Assumptions:

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OFFICE OF THE CONTROLLER

Ben Rosenfield
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Monique Zmuda
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April 29, 2014

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Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

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SFMTA - ADMINISTRATION
 PARATRANSIT SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate (2)		Low	High
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Other Pay: 7410 (Shoes \$250/person/year)		2,000	2,000
Other Pay: 7381 and 7382 (Tool \$550/person/year)		7,700	7,700

FY2011-12 Projected Trips	1,106,377		
FY2014-15 Projected Trips	860,213		
% Change in Projected Passenger Trips (6)	-22%	(97.7)	(3,919,548) (5,822,632)
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Vans, Type A, lift equipped - MTA Owned	0	\$ 56,000	0	0
Vans, Type A, lift equipped - Lease revenue loss	0	\$ 56,000	0	0
Vans, Type B, lift equipped - MTA Owned	(61)	\$ 60,000	(3,660,000)	(3,660,000)
Vans, Type B, lift equipped - Lease Revenue loss	61	\$ 60,000	3,660,000	3,660,000
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Total Capital Costs (Straight line depreciation over 4 years)			10,360,946	10,360,946
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Estimated Operating Costs				
Fuel (Est miles per gal 6.61 at 3.96 miles per trip & \$3.10 per gallon)			1,597,576	1,597,576
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ESTIMATED TOTAL CITY COST

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ESTIMATED SAVINGS

\$ 7,123,063 \$ 16,215,224

% of Savings to City Cost

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SFMTA - ADMINISTRATION
 PARATRANSIT SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

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PROJECTED PERSONNEL COSTS

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Night / Shift Differential (8.25% of salary for estimated 1/3 of employees)				460,270	685,273
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Total Capital Costs (Straight line depreciation over 4 years)				10,360,946	10,360,946
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% Change in Projected Passenger Trips (6)					
Estimated Operating Costs					
Fuel (Est miles per gal 6.61 at 3.96 miles per trip & \$3.10 per gallon)				1,597,576	1,597,576
Parts (Est at \$2,324 per vehicle) (7) CPI = 3%				629,061	629,061
Claims (Est at 3.9% of salaries and capital cost: 2.5% payout/.9% City Attorney/.5% added exposure in paratransit)				637,185	897,519
Total Operating Costs				2,863,822	3,124,156

ESTIMATED TOTAL CITY COST

27,634,475 36,586,598

LESS: ESTIMATED TOTAL CONTRACT COST

(21,144,601) (21,116,844)

ESTIMATED SAVINGS

\$ 6,489,874 \$ 15,469,753

% of Savings to City Cost

23% 42%

Comments/Assumptions:

1. FY04 was the first year these services were contracted out.
2. Biweekly salary rates: FY1415 rates based on June 2014 rates. FY1516 assumed no salary rate increase.
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April 29, 2014

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Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: SFMTA Parking Meter Payment Collection Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for parking meter payment collection services 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 Years 2014-15 and 2015-16 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 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

SFMTA - FINANCE & INFORMATION TECHNOLOGY
 Con Collection, Counting and Data Management Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES ^{(1) (2)}
 FISCAL YEAR 2015

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate			Low	High
Collections							
Manager IV	9174	0.75	\$ 3,989	\$ 5,090	\$ 78,085	\$ 99,637	
Analyst	1824	0.25	\$ 3,608	\$ 4,385	\$ 23,542	\$ 28,612	
Transit Revenue Supervisor	9118	2.00	\$ 2,902	\$ 3,527	\$ 151,484	\$ 184,109	
Principal Fare Collections Receiver	9117	2.00	\$ 2,793	\$ 3,396	\$ 145,795	\$ 177,271	
Senior Fare Collections Receiver	9116	8.00	\$ 2,221	\$ 2,700	\$ 463,745	\$ 563,760	
Fare Collections Receiver	9110	24.00	\$ 1,918	\$ 2,332	\$ 1,201,435	\$ 1,460,765	
Counting							
Senior Fare Collections Receiver	9116	1.00	\$ 2,221	\$ 2,700	\$ 57,968	\$ 70,470	
Fare Collections Receiver	9110	3.00	\$ 1,918	\$ 2,332	\$ 150,179	\$ 182,596	
Holiday Pay (if applicable)					\$ -	\$ -	
Night / Shift Differential (if applicable)					\$ -	\$ -	
Overtime Pay (if applicable)					\$ -	\$ -	
Other Pay (if applicable)					\$ -	\$ -	
Total Salary Costs		41.0	\$ 2,170,607			\$ 2,638,971	

FRINGE BENEFITS

Variable Fringes ⁽³⁾		\$ 557,920	\$ 679,418
Fixed Fringes ⁽⁴⁾		\$ 532,765	\$ 532,765
Total Fringe Benefits		\$ 1,090,685	\$ 1,212,183
Total Personnel Costs		3,251,292	3,851,154

ADDITIONAL CITY COSTS (if applicable)

Rent	\$ 84,000	\$ 84,000
Utilities	\$ 24,000	\$ 24,000
Uniform	\$ 40,000	\$ 40,000
Vehicles	\$ 108,000	\$ 108,000
Radios	\$ 18,000	\$ 18,000
Gas	\$ 43,200	\$ 43,200
Total City Additional Costs	\$ 317,200	\$ 317,200

Subtotal

\$ 3,578,492 \$ 4,168,354

ESTIMATED TOTAL CITY COST

\$ 3,578,492 \$ 4,168,354

LESS: ESTIMATED TOTAL CONTRACT COST

(3,498,993) (3,512,649)

ESTIMATED SAVINGS

\$ 79,499 \$ 655,705

% of Savings to City Cost

2% 16%

Comments/Assumptions:

1. FY 1978-1979 was the first year these services were contracted out.
2. Salary levels are as posted on DHR website salary rates effective June 30, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
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SFMTA - FINANCE & INFORMATION TECHNOLOGY
 Con Collection, Counting and Data Management Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES ⁽¹⁾⁽²⁾
 FISCAL YEAR 2016

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Collections						
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Counting						
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Holiday Pay (if applicable)					\$ -	\$ -
Night / Shift Differential (if applicable)					\$ -	\$ -
Overtime Pay (if applicable)					\$ -	\$ -
Other Pay (if applicable)					\$ -	\$ -
Total Salary Costs		41.0			\$ 2,272,233	\$ 2,767,220

FRINGE BENEFITS

Variable Fringes ⁽³⁾		\$ 525,427	\$ 639,847
Fixed Fringes ⁽⁴⁾		\$ 551,162	\$ 551,162
Total Fringe Benefits		\$ 1,076,589	\$ 1,191,009
Total Personnel Costs		3,348,823	3,958,229

ADDITIONAL CITY COSTS (if applicable)

Rent	\$ 86,520	\$ 86,520
Utilities	\$ 24,720	\$ 24,720
Uniform	\$ 41,200	\$ 41,200
Vehicles	\$ 108,000	\$ 108,000
Radios	\$ 18,540	\$ 18,540
Gas	\$ 44,496	\$ 44,496
Total City Additional Costs	\$ 323,476	\$ 323,476

Subtotal \$ 3,672,299 \$ 4,281,705

ESTIMATED TOTAL CITY COST

\$ 3,672,299 \$ 4,281,705

LESS: ESTIMATED TOTAL CONTRACT COST

(3,498,788) (3,514,127)

ESTIMATED SAVINGS

\$ 173,511 \$ 767,578

% of Savings to City Cost

5% 18%

Comments/Assumptions:

1. FY 1978-1979 was the first year these services were contracted out.
2. Salary levels reflect proposed salary rates effective July 1, 2014. Costs are represented as annual 12 month costs.
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: SFMTA Parking Meter Payment Collection Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for parking meter payment collection services 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 Years 2014-15 and 2015-16 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 415-554-6626 if you have any questions regarding this determination.

Sincerely,

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Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
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SFMTA - FINANCE & INFORMATION TECHNOLOGY
 Con Collection, Counting and Data Management Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES ⁽¹⁾⁽²⁾
 FISCAL YEAR 2015

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full-Time Equivalent Positions	Bi-Weekly Rate			Low	High
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Manager IV	9174	0.75	\$ 3,989	\$ 5,090	\$	78,085	99,637
Analyst	1824	0.25	\$ 3,608	\$ 4,385	\$	23,542	28,612
Transit Revenue Supervisor	9118	2.00	\$ 2,902	\$ 3,527	\$	151,484	184,109
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Fare Collections Receiver	9110	24.00	\$ 1,918	\$ 2,332	\$	1,201,435	1,460,765
Counting							
Senior Fare Collections Receiver	9116	1.00	\$ 2,221	\$ 2,700	\$	57,968	70,470
Fare Collections Receiver	9110	3.00	\$ 1,918	\$ 2,332	\$	150,179	182,596
Holiday Pay (if applicable)					\$	-	-
Night / Shift Differential (if applicable)					\$	-	-
Overtime Pay (if applicable)					\$	-	-
Other Pay (if applicable)					\$	-	-
Total Salary Costs		41.0				\$ 2,170,607	\$ 2,638,971

FRINGE BENEFITS

Variable Fringes ⁽³⁾					\$ 557,920	\$ 679,418
Fixed Fringes ⁽⁴⁾					\$ 532,765	\$ 532,765
Total Fringe Benefits					\$ 1,090,685	\$ 1,212,183
Total Personnel Costs					3,261,292	3,851,154

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LESS: ESTIMATED TOTAL CONTRACT COST

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\$ 79,499 \$ 655,705

% of Savings to City Cost

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SFMTA - FINANCE & INFORMATION TECHNOLOGY
 Con Collection, Counting and Data Management Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES ⁽¹⁾⁽²⁾
 FISCAL YEAR 2016

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PROJECTED PERSONNEL COSTS

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Total City Additional Costs	\$ 323,476	\$ 323,476

Subtotal \$ 3,672,299 \$ 4,281,705

ESTIMATED TOTAL CITY COST

\$ 3,672,299 \$ 4,281,705

LESS: ESTIMATED TOTAL CONTRACT COST

(3,498,788) (3,514,127)

ESTIMATED SAVINGS

\$ 173,511 \$ 767,578

% of Savings to City Cost

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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: SFMTA Parking Meter Payment Collection Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for parking meter payment collection services have been reviewed by my staff.

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Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

SFMTA - FINANCE & INFORMATION TECHNOLOGY
 Con Collection, Counting and Data Management Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES ⁽¹⁾⁽²⁾
 FISCAL YEAR 2015

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
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Other Pay (if applicable)					\$ -	\$ -
Total Salary Costs		41.0			\$ 2,170,607	\$ 2,638,971

FRINGE BENEFITS

Variable Fringes ⁽³⁾		\$ 557,920	\$ 679,418
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Total City Additional Costs	\$ 317,200	\$ 317,200

Subtotal

\$ 3,578,492 \$ 4,168,354

ESTIMATED TOTAL CITY COST

\$ 3,578,492 \$ 4,168,354

LESS: ESTIMATED TOTAL CONTRACT COST

(3,498,993) (3,512,649)

ESTIMATED SAVINGS

\$ 79,499 \$ 655,705

% of Savings to City Cost

2% 16%

Comments/Assumptions:

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SFMTA - FINANCE & INFORMATION TECHNOLOGY
 Con Collection, Counting and Data Management Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES ^{(1) (2)}
 FISCAL YEAR 2016

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
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Holiday Pay (if applicable)					\$ -	\$ -
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Variable Fringes ⁽³⁾		\$ 525,427	\$ 639,847
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Gas	\$ 44,496	\$ 44,496
Total City Additional Costs	\$ 323,476	\$ 323,476

Subtotal	\$ 3,672,299	\$ 4,281,705
	\$ -	\$ -

ESTIMATED TOTAL CITY COST \$ 3,672,299 \$ 4,281,705

LESS: ESTIMATED TOTAL CONTRACT COST (3,498,788) (3,514,127)

ESTIMATED SAVINGS \$ 173,511 \$ 767,578

% of Savings to City Cost 5% 18%

Comments/Assumptions:

1. FY 1978-1979 was the first year these services were contracted out.
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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: SFMTA Comprehensive Facility Security Service Contract – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for comprehensive facility security services 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 Years 2014-15 and 2015-16 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 415-554-6626 if you have any questions regarding this determination.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Rosenfield".

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

SECURITY SERVICES & ASSOCIATED ADMINISTRATION
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)(3)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED CIVIL SERVANT PERSONNEL COSTS

Job Class Title	Class	# of Full Time Positions	Bi-Weekly Rate		Low	High
Client Manager	8229	1.0	\$ 2,533	\$ 3,080	\$ 66,111	\$ 80,388
ADA Observer	8202	3.0	1,588	1,927	\$ 124,340	\$ 150,884
Courier	8202	1.0	1,588	1,927	\$ 41,447	\$ 50,295
Badging Clerk	1406	1.0	1,714	2,084	\$ 44,735	\$ 54,392
Administrative Support	1408	1.0	2,264	2,752	\$ 59,090	\$ 71,827
Video Surveillance Supervisor	1408	1.0	2,264	2,752	\$ 59,090	\$ 71,827
Video Surveillance Assistants	1408	13.0	2,264	2,752	\$ 768,175	\$ 933,754
Security Operations Coordinator	8202	1.0	1,588	1,927	\$ 41,447	\$ 50,295
Field Supervisor	8202	16.0	1,588	1,927	\$ 663,149	\$ 804,715
Armed Security Guards	8202	15.0	1,588	1,927	\$ 621,702	\$ 754,421
Assistant Client Manager	2785	1.0	2,274	2,764	\$ 59,351	\$ 72,140
Unarmed Security Guards	8202	46.0	1,588	1,927	\$ 1,906,553	\$ 2,313,556
Overtime pay during holidays (50% of holiday pay, applicable class) ⁽⁴⁾					87,143	105,784
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees) ⁽⁵⁾					113,886	138,246
Overtime Pay (if applicable)						
Other Pay (if applicable)						
Total Salary Costs		100			4,656,221	5,652,525

FRINGE BENEFITS

Variable Fringes ⁽⁶⁾					1,094,415	1,328,591
Fixed Fringes ⁽⁷⁾					1,300,096	1,300,096
Overtime / Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)				7.9%	15,881	19,278
Total Fringe Benefits					2,410,392	2,647,966
Total Personnel Costs					7,066,613	8,300,490

ADDITIONAL CITY COSTS (if applicable)

ESTIMATED TOTAL CITY COST

7,066,613 8,300,490

LESS: ESTIMATED TOTAL CONTRACT COST

6,316,572 6,316,572

ESTIMATED SAVINGS

\$ 750,041 \$ 1,983,918

% of Savings to City Cost

11% 24%

Comments/Assumptions:

1. FY 2008 was the first year these services were contracted out.
2. In order to better reflect the function and wage of Cypress Security contractors, we included some job classifications outside of SFMTA (for example: Classification 8229 – Manager Museum Security Services, Classification 8202 – Security Guard, and Classification 2785 – Assistant General Services Manager).
3. Salary levels are as posted in DHR website at June 30, 2014. Costs are represented as annual 12 month costs and based on each employee working 40 hours per week. The 'Low' reflects step 1 and the 'High' reflects step 5.
4. Holiday pay is calculated based on the following assumption: 11 days of holiday pay at a rate of time and a half for eight hours. The following number of Cypress employees work holidays in accordance with the contract: Assistant Client Manager (1), Video Surveillance Supervisor (1), Video Surveillance Assistants (13), Field Supervisors (16), Armed Security Guards (14), Unarmed Security Guards (46), and Security Operations Coordinator (1).
5. Night /Shift Differential is calculated the same as previous years: the sum of personnel costs times 2.7%. This is to account for the fact that not all employees would be obtaining this rate differential.
6. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
7. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
8. The estimated cost does not include materials, weapons, services, vehicle and capital.

MUNICIPAL TRANSPORTATION AGENCY, SUST/ 3LE STREEETS
 SECURITY SERVICES & ASSOCIATED ADMINIST. ON
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES ⁽¹⁾⁽²⁾⁽³⁾
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED CIVIL SERVANT PERSONNEL COSTS

Job Class Title	Class	# of Full Time Positions	Bi-Weekly Rate		Low	High
Client Manager	8229	1.0	\$ 2,533	\$ 3,080	\$ 66,111	\$ 80,388
ADA Observer	8202	3.0	1,588	1,927	\$ 124,340	\$ 150,884
Courier	8202	1.0	1,588	1,927	\$ 41,447	\$ 50,295
Badging Clerk	1406	1.0	1,714	2,084	\$ 44,735	\$ 54,392
Administrative Support	1408	1.0	2,264	2,752	\$ 59,090	\$ 71,827
Video Surveillance Supervisor	1408	1.0	2,264	2,752	\$ 59,090	\$ 71,827
Video Surveillance Assistants	1408	13.0	2,264	2,752	\$ 768,175	\$ 933,754
Security Operations Coordinator	8202	1.0	1,588	1,927	\$ 41,447	\$ 50,295
Field Supervisor	8202	16.0	1,588	1,927	\$ 663,149	\$ 804,715
Armed Security Guards	8202	15.0	1,588	1,927	\$ 621,702	\$ 754,421
Assistant Client Manager	2785	1.0	2,274	2,764	\$ 59,351	\$ 72,140
Unarmed Security Guards	8202	46.0	1,588	1,927	\$ 1,906,553	\$ 2,313,556
Overtime pay during holidays (50% of holiday pay, applicable class) ⁽⁴⁾					87,143	105,784
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees) ⁽⁵⁾					113,886	138,246
Overtime Pay (if applicable)						
Other Pay (if applicable)						
Total Salary Costs		100			4,656,221	5,652,525
FRINGE BENEFITS						
Variable Fringes ⁽⁶⁾					1,030,706	1,251,250
Fixed Fringes ⁽⁷⁾					1,345,280	1,345,280
Overtime / Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)					7.9% 15,881	19,278
Total Fringe Benefits					2,391,867	2,615,808
Total Personnel Costs					7,048,088	8,268,333

ADDITIONAL CITY COSTS (if applicable)

ESTIMATED TOTAL CITY COST	7,048,088	8,268,333
LESS: ESTIMATED TOTAL CONTRACT COST	6,316,572	6,316,572
ESTIMATED SAVINGS	\$ 731,516	\$ 1,951,761
% of Savings to City Cost	10%	24%

Comments/Assumptions:

1. FY 2008 was the first year these services were contracted out.
2. In order to better reflect the function and wage of Cypress Security contractors, we included some job classifications outside of SFMTA (for example: Classification 8229 – Manager Museum Security Services, Classification 8202 – Security Guard, and Classification 2785 – Assistant General Services Manager).
3. Salary levels are as posted in DHR website at June 30, 2014. Costs are represented as annual 12 month costs and based on each employee working 40 hours per week. The 'Low' reflects step 1 and the 'High' reflects step 5.
4. Holiday pay is calculated based on the following assumption: 11 days of holiday pay at a rate of time and a half for eight hours. The following number of Cypress employees work holidays in accordance with the contract: Assistant Client Manager (1), Video Surveillance Supervisor (1), Video Surveillance Assistants (13), Field Supervisors (16), Armed Security Guards (14), Unarmed Security Guards (46), and Security Operations Coordinator (1).
5. Night /Shift Differential is calculated the same as previous years: the sum of personnel costs times 2.7%. This is to account for the fact that not all employees would be obtaining this rate differential.
6. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
7. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
8. The estimated cost does not include materials, weapons, services, vehicle and capital.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: SFMTA Comprehensive Facility Security Service Contract – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for comprehensive facility security services 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 Years 2014-15 and 2015-16 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 415-554-6626 if you have any questions regarding this determination.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Rosenfield".

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

SECURITY SERVICES & ASSOCIATED ADMINISTRATIVE
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES ⁽¹⁾⁽²⁾⁽³⁾
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED CIVIL SERVANT PERSONNEL COSTS

Job Class Title	Class	# of Full Time Positions	BI-Weekly Rate		Low	High
Client Manager	8229	1.0	\$ 2,533	\$ 3,080	\$ 66,111	\$ 80,388
ADA Observer	8202	3.0	1,588	1,927	\$ 124,340	\$ 150,884
Courier	8202	1.0	1,588	1,927	\$ 41,447	\$ 50,295
Badging Clerk	1406	1.0	1,714	2,084	\$ 44,735	\$ 54,392
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Security Operations Coordinator	8202	1.0	1,588	1,927	\$ 41,447	\$ 50,295
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Armed Security Guards	8202	15.0	1,588	1,927	\$ 621,702	\$ 754,421
Assistant Client Manager	2785	1.0	2,274	2,764	\$ 59,351	\$ 72,140
Unarmed Security Guards	8202	46.0	1,588	1,927	\$ 1,906,553	\$ 2,313,556
Overtime pay during holidays (50% of holiday pay, applicable class) ⁽⁴⁾					87,143	105,784
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees) ⁽⁵⁾					113,886	138,246
Overtime Pay (if applicable)						
Other Pay (if applicable)						
Total Salary Costs		100			4,656,221	5,652,525

FRINGE BENEFITS

Variable Fringes ⁽⁶⁾					1,094,415	1,328,591
Fixed Fringes ⁽⁷⁾					1,300,098	1,300,098
Overtime / Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)				7.9%	15,881	19,278
Total Fringe Benefits					2,410,392	2,647,966
Total Personnel Costs					7,066,613	8,300,490

ADDITIONAL CITY COSTS (if applicable)

ESTIMATED TOTAL CITY COST

7,066,613 8,300,490

LESS: ESTIMATED TOTAL CONTRACT COST

6,316,572 6,316,572

ESTIMATED SAVINGS

\$ 750,041 \$ 1,983,918

% of Savings to City Cost

11% 24%

Comments/Assumptions:

1. FY 2008 was the first year these services were contracted out.
2. In order to better reflect the function and wage of Cypress Security contractors, we included some job classifications outside of SFMTA (for example: Classification 8229 – Manager Museum Security Services, Classification 8202 – Security Guard, and Classification 2785 – Assistant General Services Manager).
3. Salary levels are as posted in DHR website at June 30, 2014. Costs are represented as annual 12 month costs and based on each employee working 40 hours per week. The 'Low' reflects step 1 and the 'High' reflects step 5.
4. Holiday pay is calculated based on the following assumption: 11 days of holiday pay at a rate of time and a half for eight hours. The following number of Cypress employees work holidays in accordance with the contract: Assistant Client Manager (1), Video Surveillance Supervisor (1), Video Surveillance Assistants (13), Field Supervisors (16), Armed Security Guards (14), Unarmed Security Guards (46), and Security Operations Coordinator (1).
5. Night /Shift Differential is calculated the same as previous years: the sum of personnel costs times 2.7%. This is to account for the fact that not all employees would be obtaining this rate differential.
6. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
7. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
8. The estimated cost does not include materials, weapons, services, vehicle and capital.

MUNICIPAL TRANSPORTATION AGENCY, SUSTAINABLE STREETS
 SECURITY SERVICES & ASSOCIATED ADMINISTRATION
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES ⁽¹⁾⁽²⁾⁽³⁾
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED CIVIL SERVANT PERSONNEL COSTS

Job Class Title	Class	# of Full Time Positions	Bi-Weekly Rate		Low	High
Client Manager	8229	1.0	\$ 2,533	\$ 3,080	\$ 66,111	\$ 80,388
ADA Observer	8202	3.0	1,588	1,927	\$ 124,340	\$ 150,884
Courier	8202	1.0	1,588	1,927	\$ 41,447	\$ 50,295
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Overtime pay during holidays (50% of holiday pay, applicable class) ⁽⁴⁾					87,143	105,784
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees) ⁽⁵⁾					113,886	138,246
Overtime Pay (if applicable)						
Other Pay (if applicable)						
Total Salary Costs		100			4,656,221	5,652,525

FRINGE BENEFITS

Variable Fringes ⁽⁶⁾					1,030,708	1,251,250
Fixed Fringes ⁽⁷⁾					1,345,280	1,345,280
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Total Personnel Costs					7,048,088	8,268,333

ADDITIONAL CITY COSTS (if applicable)

ESTIMATED TOTAL CITY COST					7,048,088	8,268,333
LESS: ESTIMATED TOTAL CONTRACT COST					6,316,572	6,316,572
ESTIMATED SAVINGS					\$ 731,516	\$ 1,951,761
% of Savings to City Cost					10%	24%

Comments/Assumptions:

1. FY 2008 was the first year these services were contracted out.
2. In order to better reflect the function and wage of Cypress Security contractors, we included some job classifications outside of SFMTA (for example: Classification 8229 – Manager Museum Security Services, Classification 8202 – Security Guard, and Classification 2785 – Assistant General Services Manager).
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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: SFMTA Comprehensive Facility Security Service Contract – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for comprehensive facility security services 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 Years 2014-15 and 2015-16 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 415-554-6626 if you have any questions regarding this determination.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Rosenfield".

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

SECURITY SERVICES & ASSOCIATED ADMINISTRATION
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES ⁽¹⁾⁽²⁾⁽³⁾
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED CIVIL SERVANT PERSONNEL COSTS

Job Class Title	Class	# of Full Time Positions	BI-Weekly Rate		Low	High
Client Manager	8229	1.0	\$ 2,533	\$ 3,080	\$ 66,111	\$ 80,388
ADA Observer	8202	3.0	1,588	1,927	\$ 124,340	\$ 150,884
Courier	8202	1.0	1,588	1,927	\$ 41,447	\$ 50,295
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Armed Security Guards	8202	15.0	1,588	1,927	\$ 621,702	\$ 754,421
Assistant Client Manager	2785	1.0	2,274	2,764	\$ 59,351	\$ 72,140
Unarmed Security Guards	8202	48.0	1,588	1,927	\$ 1,906,553	\$ 2,313,556
Overtime pay during holidays (50% of holiday pay, applicable class) ⁽⁴⁾					87,143	105,784
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees) ⁽⁵⁾					113,886	138,246
Overtime Pay (if applicable)						
Other Pay (if applicable)						
Total Salary Costs		100			4,656,221	5,652,525

FRINGE BENEFITS

Variable Fringes ⁽⁶⁾					1,094,415	1,328,591
Fixed Fringes ⁽⁷⁾					1,300,096	1,300,096
Overtime / Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)				7.9%	15,881	19,278
Total Fringe Benefits					2,410,392	2,647,966
Total Personnel Costs					7,066,613	8,300,490

ADDITIONAL CITY COSTS (if applicable)

ESTIMATED TOTAL CITY COST

7,066,613 **8,300,490**

LESS: ESTIMATED TOTAL CONTRACT COST

6,316,572 **6,316,572**

ESTIMATED SAVINGS

\$ 750,041 **\$ 1,983,918**

% of Savings to City Cost

11% 24%

Comments/Assumptions:

1. FY 2008 was the first year these services were contracted out.
2. In order to better reflect the function and wage of Cypress Security contractors, we included some job classifications outside of SFMTA (for example: Classification 8229 – Manager Museum Security Services, Classification 8202 – Security Guard, and Classification 2785 – Assistant General Services Manager).
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7. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
8. The estimated cost does not include materials, weapons, services, vehicle and capital.

MUNICIPAL TRANSPORTATION AGENCY, SUSTANA VALLE STREETS
 SECURITY SERVICES & ASSOCIATED ADMINISTRATIVE PERSONNEL
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)(3)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED CIVIL SERVANT PERSONNEL COSTS

Job Class Title	Class	# of Full Time Positions	Bi-Weekly Rate		Low	High
Client Manager	8229	1.0	\$ 2,533	\$ 3,080	\$ 66,111	\$ 80,388
ADA Observer	8202	3.0	1,588	1,927	\$ 124,340	\$ 150,884
Courier	8202	1.0	1,588	1,927	\$ 41,447	\$ 50,295
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Security Operations Coordinator	8202	1.0	1,588	1,927	\$ 41,447	\$ 50,295
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Armed Security Guards	8202	15.0	1,588	1,927	\$ 621,702	\$ 754,421
Assistant Client Manager	2785	1.0	2,274	2,764	\$ 59,351	\$ 72,140
Unarmed Security Guards	8202	46.0	1,588	1,927	\$ 1,906,553	\$ 2,313,556
Overtime pay during holidays (50% of holiday pay, applicable class) (4)					87,143	105,784
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees) (5)					113,866	138,246
Overtime Pay (if applicable)						
Other Pay (if applicable)						
Total Salary Costs		100			4,656,221	5,652,525

FRINGE BENEFITS

Variable Fringes (6)					1,030,708	1,251,250
Fixed Fringes (7)					1,345,280	1,345,280
Overtime / Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)				7.9%	15,881	19,278
Total Fringe Benefits					2,391,867	2,615,808
Total Personnel Costs					7,048,088	8,268,333

ADDITIONAL CITY COSTS (if applicable)

ESTIMATED TOTAL CITY COST					7,048,088	8,268,333
LESS: ESTIMATED TOTAL CONTRACT COST					6,316,572	6,316,572
ESTIMATED SAVINGS					\$ 731,516	\$ 1,951,761
% of Savings to City Cost					10%	24%

Comments/Assumptions:

1. FY 2008 was the first year these services were contracted out.
2. In order to better reflect the function and wage of Cypress Security contractors, we included some job classifications outside of SFMTA (for example: Classification 8229 – Manager Museum Security Services, Classification 8202 – Security Guard, and Classification 2785 – Assistant General Services Manager).
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5. Night /Shift Differential is calculated the same as previous years: the sum of personnel costs times 2.7%. This is to account for the fact that not all employees would be obtaining this rate differential.
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7. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
8. The estimated cost does not include materials, weapons, services, vehicle and capital.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: Transit Shelter Maintenance and Advertising Contract – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for transit shelter maintenance and advertising services 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 Years 2014-15 and 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

SFMTA FINANCE & INFORMATION TECHNOLOGY
 TRANSIT SHELTER MAINTENANCE & ADVERTISING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
General Laborer	7514	1.5	\$ 1,951	\$2,371	\$ 76,382	\$ 92,825
Track Maintenance Worker	7540	1.5	1,970	2,395	77,126	93,764
Overtime pay during holidays (50% of holiday pay, applicable class)					3,247	5,921
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)					4,345	5,281
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		3.0			161,099	197,791

FRINGE BENEFITS

Variable	55,247	60,156
Fixed	40,125	40,125
Total Fringe Benefits	95,372	100,281

ADDITIONAL CITY COSTS (if applicable)

Materials & Supplies (5)	140,000	140,000
Safety Equipment (6)	5,000	5,000
Vehicle Maintenance (7)	1,000	1,000
Total Capital & Operating	146,000	146,000

ESTIMATED TOTAL CITY COST

402,472 444,072

LESS: ESTIMATED TOTAL CONTRACT COST (8)

360,266 363,889

Contract Monitoring

10,634 13,852

Total Contract Cost

370,900 377,741

ESTIMATED SAVINGS

\$ 31,572 \$ 66,331

% of Savings to City Cost

8% 15%

Comments/Assumptions:

1. FY 2007-08 was the first year these services were contracted out.
2. Salary levels reflect proposed salary rates effective June 30, 2014. Costs are represented as annual 12 month
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. Materials and supplies would be the costs for the cleaning materials, glass, protective film for the glass, paint for railing, etc.
6. Safety equipment is personal protective gear for the workers.
7. Vehicle maintenance is the usual type of maintenance for City vehicles.
8. Additional City Costs, assumes a 3% 2013-14.

SFMTA FINANCE & INFORMATION TECHNOLOGY
 TRANSIT SHELTER MAINTENANCE & ADVERTISING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate	Low	High
General Laborer	7514	1.5	\$ 1,951 \$2,371	\$ 76,382	\$ 92,825
Track Maintenance Worker	7540	1.5	1,970 2,395	77,126	93,764
Overtime pay during holidays (50% of holiday pay, applicable class)				3,247	5,921
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)				4,345	5,281
Overtime Pay (if applicable)				0	0
Other Pay (if applicable)				0	0
Total Salary Costs		3.0		161,099	197,791

FRINGE BENEFITS

Variable	52,668	57,488
Fixed	41,424	41,424
Total Fringe Benefits	94,092	98,912

ADDITIONAL CITY COSTS (if applicable)

Materials & Supplies (5)	140,000	140,000
Safety Equipment (6)	5,000	5,000
Vehicle Maintenance (7)	1,000	1,000
Total Capital & Operating	146,000	146,000

ESTIMATED TOTAL CITY COST

401,192 442,703

LESS: ESTIMATED TOTAL CONTRACT COST (8)

367,471 371,167

Contract Monitoring

10,624 13,824

Total Contract Cost

378,095 384,991

ESTIMATED SAVINGS

\$ 23,097 \$ 57,712

% of Savings to City Cost

6% 13%

Comments/Assumptions:

1. FY 2007-08 was the first year these services were contracted out.
2. Salary levels reflect proposed salary rates effective June 30, 2014. Costs are represented as annual 12 month
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up
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7. Vehicle maintenance is the usual type of maintenance for City vehicles.
8. Additional City Costs, assumes a 3% 2013-14.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Ed Reiskin, Director of Transportation
Municipal Transportation Agency
One South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Attention: Sonali Bose, Chief Financial Officer
Municipal Transportation Agency

RE: Transit Shelter Maintenance and Advertising Contract – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for transit shelter maintenance and advertising services 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 Years 2014-15 and 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

cc: Severin Campbell, Board of Supervisors' Budget Analyst
Martin Gran, Human Resources, Employee Relations
Kate Howard, Mayor's Budget Office

SFMTA FINANCE & INFORMATION TECHNOLOGY
 TRANSIT SHELTER MAINTENANCE & ADVERTISING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate	Low	High
General Laborer	7514	1.5	\$ 1,951 \$2,371	\$ 76,382	\$ 92,825
Track Maintenance Worker	7540	1.5	1,970 2,395	77,126	93,764
Overtime pay during holidays (50% of holiday pay, applicable class)				3,247	5,921
Night / Shift Differential (8.5% of salary for estimated 1/3 of employees)				4,345	5,281
Overtime Pay (if applicable)				0	0
Other Pay (if applicable)				0	0
Total Salary Costs		3.0		161,099	197,791

FRINGE BENEFITS

Variable	55,247	60,156
Fixed	40,125	40,125
Total Fringe Benefits	95,372	100,281

ADDITIONAL CITY COSTS (if applicable)

Materials & Supplies (5)	140,000	140,000
Safety Equipment (6)	5,000	5,000
Vehicle Maintenance (7)	1,000	1,000
Total Capital & Operating	146,000	146,000

ESTIMATED TOTAL CITY COST

402,472 444,072

LESS: ESTIMATED TOTAL CONTRACT COST (8)

360,266 363,889

Contract Monitoring

10,634 13,852

Total Contract Cost

370,900 377,741

ESTIMATED SAVINGS

\$ 31,572 \$ 66,331

% of Savings to City Cost

8% 15%

Comments/Assumptions:

1. FY 2007-08 was the first year these services were contracted out.
2. Salary levels reflect proposed salary rates effective June 30, 2014. Costs are represented as annual 12 month
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SFMTA FINANCE & INFORMATION TECHNOLOGY
 TRANSIT SHELTER MAINTENANCE & ADVERTISING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate	Low	High
General Laborer	7514	1.5	\$ 1,951 \$2,371	\$ 76,382	\$ 92,825
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Total Salary Costs		3.0		161,099	197,791

FRINGE BENEFITS

Variable	52,668	57,488
Fixed	41,424	41,424
Total Fringe Benefits	94,092	98,912

ADDITIONAL CITY COSTS (if applicable)

Materials & Supplies (5)	140,000	140,000
Safety Equipment (6)	5,000	5,000
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Total Capital & Operating	146,000	146,000

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SFMTA FINANCE & INFORMATION TECHNOLOGY
 TRANSIT SHELTER MAINTENANCE & ADVERTISING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2014-15

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SFMTA FINANCE & INFORMATION TECHNOLOGY
 TRANSIT SHELTER MAINTENANCE & ADVERTISING SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2015-16

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OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Monique Moyer
Executive Director
Port of San Francisco
Pier 1, The Embarcadero
San Francisco, CA 94111

Attention: Meghan Wallace, Budget Manager
Port of San Francisco
Pier 1, The Embarcadero
San Francisco, CA 94111

RE: Security Services – FY 2014-15 and FY 2015-16

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Sincerely,

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Controller

Enclosures

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Human Resources, Employee Relations

PORT OF SAN FRANCISCO
 EXECUTIVE DIVISION-HOMELAND SECURITY FOR SECURITY SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Institutional Police Sergeant	8205	1.0	\$ 3,411	\$ 4,355	\$ 89,027	\$ 113,666
Institutional Police Officer	8204	2.0	2,247	2,732	117,293	142,610
Security Guard	8202	8.0	1,588	2,342	331,574	489,010
Buildings & Grounds Patrol Officer	8207	4.0	1,927	2,342	201,179	244,505
Night Shift & Overtime Differential					32,043	38,874
Overtime for Contingency/Fire Watch (7)					0	77,747
Holiday Pay					18,195	22,069
Premium Pay					16,293	19,762
Total Salary Costs		15.0			805,605	1,148,242

FRINGE BENEFITS

Variable Fringes (3)	256,992	341,518
Fixed Fringes (4)	194,014	194,014
Total Fringe Benefits	451,006	535,532

ESTIMATED TOTAL CITY COST

1,256,611 1,683,774

LESS: ESTIMATED TOTAL CONTRACT COST

(706,837) (708,208)

ESTIMATED SAVINGS

\$ 549,774 \$ 975,566

% of Savings to City Cost

44% 58%

Comments/Assumptions:

- Services have been contracted out since 1976.
- Salary levels reflect proposed salary rates effective July 1, 2013. Costs are represented as annual 12 month costs.
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- Contingency/Fire watch equal up to 20% of total hours and is used for unanticipated security needs that require 24-hour fixed post presence due to unanticipated situations.

PORT OF SAN FRANCISCO
 EXECUTIVE DIVISION-HOMELAND SECURITY FOR SECURITY SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Institutional Police Sergeant	8205	1.0	\$ 3,565	\$ 4,551	\$ 93,047	\$ 118,781
Institutional Police Officer	8204	2.0	2,348	2,856	122,566	149,083
Security Guard	8202	8.0	1,659	2,447	346,399	510,934
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FRINGE BENEFITS

Variable Fringes (3)		254,829	338,307
Fixed Fringes (4)		200,325	200,325
Total Fringe Benefits		455,154	538,632

ESTIMATED TOTAL CITY COST

1,293,853 1,731,349

LESS: ESTIMATED TOTAL CONTRACT COST

(754,314) (755,667)

ESTIMATED SAVINGS

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% of Savings to City Cost

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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Monique Moyer
Executive Director
Port of San Francisco
Pier 1, The Embarcadero
San Francisco, CA 94111

Attention: Meghan Wallace, Budget Manager
Port of San Francisco
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Enclosures

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PORT OF SAN FRANCISCO
 EXECUTIVE DIVISION-HOMELAND SECURITY FOR SECURITY SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2014-15

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 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
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1,256,611 1,683,774

LESS: ESTIMATED TOTAL CONTRACT COST

(706,837) (708,208)

ESTIMATED SAVINGS

\$ 549,774 \$ 975,566

% of Savings to City Cost

44% 58%

Comments/Assumptions:

- Services have been contracted out since 1976.
- Salary levels reflect proposed salary rates effective July 1, 2013. Costs are represented as annual 12 month costs.
- Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
- Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
- The estimated City cost does not include vehicles, equipment, materials and other supplies required to provide services. If included, these costs would even further increase the estimated savings to CCSF, as the external contract includes these costs.
- The estimated contract cost for annual service is based upon the contract and includes 0.05 FTE for contract monitoring
- Contingency/Fire watch equal up to 20% of total hours and is used for unanticipated security needs that require 24-hour fixed post presence due to unanticipated situations.

PORT OF SAN FRANCISCO
 EXECUTIVE DIVISION-HOMELAND SECURITY FOR SECURITY SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	BI-Weekly Rate		Low	High
Institutional Police Sergeant	8205	1.0	\$ 3,565	\$ 4,551	\$ 93,047	\$ 118,781
Institutional Police Officer	8204	2.0	2,348	2,856	122,566	149,083
Security Guard	8202	8.0	1,659	2,447	346,399	510,934
Buildings & Grounds Patrol Officer	8207	4.0	2,013	2,447	210,157	255,467
Night Shift & Overtime Differential					32,043	38,874
Overtime for Contingency/Fire Watch (7)					0	77,747
Holiday Pay					18,195	22,069
Premium Pay					16,293	19,762
Total Salary Costs		15.0			838,699	1,192,717

FRINGE BENEFITS

Variable Fringes (3)		254,829	338,307
Fixed Fringes (4)		200,325	200,325
Total Fringe Benefits		455,154	538,632

ESTIMATED TOTAL CITY COST

1,293,853 1,731,349

LESS: ESTIMATED TOTAL CONTRACT COST

(754,314) (755,667)

ESTIMATED SAVINGS

\$ 539,539 \$ 975,682

% of Savings to City Cost

42% 56%

Comments/Assumptions:

1. Services have been contracted out since 1976.
2. Salary levels reflect proposed salary rates effective July 1, 2012. Costs are represented as annual 12 month costs.
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5. The estimated City cost does not include vehicles, equipment, materials and other supplies required to provide services. If included, these costs would even further increase the estimated savings to CCSF, as the external contract includes these costs.
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7. Contingency/Fire watch equal up to 20% of total hours and is used for unanticipated security needs that require 24-hour fixed post presence due to unanticipated situations.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Monique Moyer
Executive Director
Port of San Francisco
Pier 1, The Embarcadero
San Francisco, CA 94111

Attention: Meghan Wallace, Budget Manager
Port of San Francisco
Pier 1, The Embarcadero
San Francisco, CA 94111

RE: Janitorial Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Port janitorial services 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 Years (FY) 2012-13 and FY 2013-14 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

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

PORT, REAL ESTATE DIVISION
 JANITORIAL SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Custodial Supervisor	2718	1.0	2,094	2,545	54,653	66,425
Custodian	2708	4.0	1,727	2,099	180,299	219,136
Porter	2736	1.0	1,727	2,099	45,075	54,784
Holiday Pay (if applicable)					8,885	10,799
Night / Shift Differential (if applicable)					7,926	9,633
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		6.0			296,839	360,777

FRINGE BENEFITS

Variable Fringes (3)		97,630	109,072
Fixed Fringes (4)		78,422	78,422
Total Fringe Benefits		176,052	187,494

ESTIMATED TOTAL CITY COST

472,891 548,271

LESS: ESTIMATED TOTAL CONTRACT COST

(297,495) (300,105)

ESTIMATED SAVINGS

\$ 175,395 \$ 248,166

% of Savings to City Cost

37% 45%

Comments/Assumptions:

1. Services have been contracted out since 1997.
2. Salary levels reflect proposed salary rates effective June 30, 2014
3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. Estimated City cost does not include vehicles, equipment, materials and other supplies required to provide services. If
6. The estimated contract cost for annual service is based upon the contract and includes 0.1 FTE for contract monitoring

PORT, REAL ESTATE DIVISION
 JANITORIAL SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Custodial Supervisor	2718	1.0	2,094	2,545	54,653	66,425
Custodian	2708	4.0	1,727	2,099	180,299	219,136
Porter	2736	1.0	1,727	2,099	45,075	54,784
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Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		6.0			296,839	360,777

FRINGE BENEFITS

Variable Fringes (3)		94,674	112,742
Fixed Fringes (4)		80,935	80,935
Total Fringe Benefits		175,609	193,677

ESTIMATED TOTAL CITY COST

472,448 554,454

LESS: ESTIMATED TOTAL CONTRACT COST

(305,892) (308,466)

ESTIMATED SAVINGS

\$ 166,556 \$ 245,987

% of Savings to City Cost

35% 44%

Comments/Assumptions:

1. Services have been contracted out since 1997.
2. Salary levels reflect proposed salary rates effective June 30, 2014. Costs are represented as annual 12 month costs.
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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Monique Moyer
Executive Director
Port of San Francisco
Pier 1, The Embarcadero
San Francisco, CA 94111

Attention: Meghan Wallace, Budget Manager
Port of San Francisco
Pier 1, The Embarcadero
San Francisco, CA 94111

RE: Janitorial Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Port janitorial services 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 Years (FY) 2012-13 and FY 2013-14 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

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

PORT, REAL ESTATE DIVISION
 JANITORIAL SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Custodial Supervisor	2718	1.0	2,094	2,545	54,653	66,425
Custodian	2708	4.0	1,727	2,099	180,299	219,136
Porter	2736	1.0	1,727	2,099	45,075	54,784
Holiday Pay (if applicable)					8,885	10,799
Night / Shift Differential (if applicable)					7,926	9,633
Overtime Pay (if applicable)					-	-
Other Pay (if applicable)					-	-
Total Salary Costs		6.0			296,839	360,777

FRINGE BENEFITS

Variable Fringes (3)		97,630	109,072
Fixed Fringes (4)		78,422	78,422
Total Fringe Benefits		176,052	187,494

ESTIMATED TOTAL CITY COST

472,891 548,271

LESS: ESTIMATED TOTAL CONTRACT COST

(297,495) (300,105)

ESTIMATED SAVINGS

\$ 175,395 \$ 248,166

% of Savings to City Cost

37% 45%

Comments/Assumptions:

1. Services have been contracted out since 1997.
2. Salary levels reflect proposed salary rates effective June 30, 2014
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PORT, REAL ESTATE DIVISION
 JANITORIAL SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Custodial Supervisor	2718	1.0	2,094	2,545	54,653	66,425
Custodian	2708	4.0	1,727	2,099	180,299	219,136
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FRINGE BENEFITS

Variable Fringes (3)		94,674	112,742
Fixed Fringes (4)		80,935	80,935
Total Fringe Benefits		175,609	193,677

ESTIMATED TOTAL CITY COST

472,448 554,454

LESS: ESTIMATED TOTAL CONTRACT COST

(305,892) (308,466)

ESTIMATED SAVINGS

\$ 166,556 \$ 245,987

% of Savings to City Cost

35% 44%

Comments/Assumptions:

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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Monique Moyer
Executive Director
Port of San Francisco
Pier 1, The Embarcadero
San Francisco, CA 94111

Attention: Meghan Wallace, Budget Manager
Port of San Francisco
Pier 1, The Embarcadero
San Francisco, CA 94111

RE: Janitorial Services – FY 2014-15 and FY 2015-16

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Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,

Ben Rosenfield,
Controller

Enclosures

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

PORT, REAL ESTATE DIVISION
 JANITORIAL SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

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PORT, REAL ESTATE DIVISION
 JANITORIAL SERVICES
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
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LESS: ESTIMATED TOTAL CONTRACT COST

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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Todd Rydstrom, AGM Business Services & CFO
San Francisco Public Utilities Commission
525 Golden Gate Avenue
San Francisco, CA 94102

Attention: Carlos Jacobo, Budget Director
San Francisco Public Utilities Commission
525 Golden Gate Avenue
San Francisco, CA 94102

RE: Security Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Public Utilities Commission security services have been reviewed by my staff.

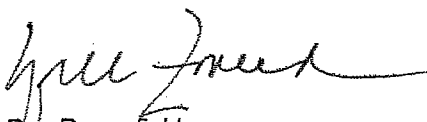
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The requirements of Charter Section 10.104.15 relative to the Controller's findings that "work or services can be practically performed under private contract at a lesser cost than similar work performed by employees of the City and County of San Francisco" have been satisfied. Attached is a statement of projected cost and estimated savings for Fiscal Years (FY) 2014-15 and FY 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,



Ben Rosenfield,
Controller

Enclosures

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

Wastewater Enterprise
 Security Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Institutional Police Officer (Full-time)	8204	1.0	\$ 2,247	\$ 2,732	\$ 58,647	\$ 71,305
Institutional Police Officer (As-needed)	8204	0.5	2,247	2,732	29,323	35,653
Institutional Police Officer (Full-time)	8204	2.0	\$ 2,247	\$ 2,732	117,293	142,610
Institutional Police Officer (As-needed)	8204	0.5	2,247	2,732	29,323	35,653
Holiday Pay (if applicable)	N/A				0	0
Night / Shift Differential (if applicable)					6,640	8,073
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		4.0			241,227	293,294

FRINGE BENEFITS

Variable Fringes (3)	74,012	89,987
Fixed Fringes (4)	51,584	51,584
Total Fringe Benefits	125,596	141,571

ESTIMATED TOTAL CITY COST

366,823 434,865

LESS: ESTIMATED TOTAL CONTRACT COST

(153,347) (153,446)

ESTIMATED SAVINGS

\$ 213,476 \$ 281,419

% of Savings to City Cost

58% 65%

Comments/Assumptions:

1. Salary levels reflect Classification, Compensation and Collective Bargaining Agreements for 8204 Institutional Police Officer Effective March 29, 2014 to July 1, 2014.
2. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
3. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.

Wastewater Enterprise
 Security Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Institutional Police Officer (Full-time)	8204	1.0	\$ 2,247	\$ 2,732	\$ 58,647	\$ 71,305
Institutional Police Officer (As-needed)	8204	0.5	2,247	2,732	29,323	35,653
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Holiday Pay (if applicable)	N/A				0	0
Night / Shift Differential (if applicable)					6,640	8,073
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		4.0			241,227	293,294

FRINGE BENEFITS

Variable Fringes (3)	69,930	85,024
Fixed Fringes (4)	53,228	53,228
Total Fringe Benefits	123,158	138,252

ESTIMATED TOTAL CITY COST

364,385 431,546

LESS: ESTIMATED TOTAL CONTRACT COST

(153,347) (153,446)

ESTIMATED SAVINGS

\$ 211,038 \$ 278,100

% of Savings to City Cost

58% 64%

Comments/Assumptions:

1. Salary levels reflect Classification, Compensation and Collective Bargaining Agreements for 8204 Institutional Police Officer Effective March 29, 2014 to July 1, 2014.
2. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Todd Rydstrom, AGM Business Services & CFO
San Francisco Public Utilities Commission
525 Golden Gate Avenue
San Francisco, CA 94102

Attention: Carlos Jacobo, Budget Director
San Francisco Public Utilities Commission
525 Golden Gate Avenue
San Francisco, CA 94102

RE: Security Services – FY 2014-15 and FY 2015-16

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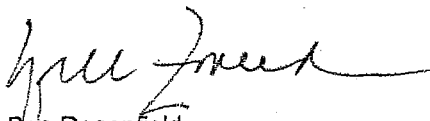
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Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,



Ben Rosenfield,
Controller

Enclosures

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

Wastewater Enterprise
 Security Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Institutional Police Officer (Full-time)	8204	1.0	\$ 2,247	\$2,732	\$ 58,647	\$ 71,305
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Holiday Pay (if applicable)	N/A				0	0
Night / Shift Differential (if applicable)					6,640	8,073
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		4.0			241,227	293,294

FRINGE BENEFITS

Variable Fringes (3)	74,012	89,987
Fixed Fringes (4)	51,584	51,584
Total Fringe Benefits	125,596	141,571

ESTIMATED TOTAL CITY COST

366,823 434,865

LESS: ESTIMATED TOTAL CONTRACT COST

(153,347) (153,446)

ESTIMATED SAVINGS

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% of Savings to City Cost

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Comments/Assumptions:

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Wastewater Enterprise
 Security Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Institutional Police Officer (Full-time)	8204	1.0	\$ 2,247	\$ 2,732	\$ 58,647	\$ 71,305
Institutional Police Officer (As-needed)	8204	0.5	2,247	2,732	29,323	35,653
Institutional Police Officer (Full-time)	8204	2.0	\$ 2,247	\$ 2,732	117,293	142,610
Institutional Police Officer (As-needed)	8204	0.5	2,247	2,732	29,323	35,653
Holiday Pay (if applicable)	N/A				0	0
Night / Shift Differential (if applicable)					6,640	8,073
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		4.0			241,227	293,294

FRINGE BENEFITS

Variable Fringes (3)	69,930	85,024
Fixed Fringes (4)	53,228	53,228
Total Fringe Benefits	123,158	138,252

ESTIMATED TOTAL CITY COST

364,385 431,546

LESS: ESTIMATED TOTAL CONTRACT COST

(153,347) (153,446)

ESTIMATED SAVINGS

\$ 211,038 \$ 278,100

% of Savings to City Cost

58% 64%

Comments/Assumptions:

1. Salary levels reflect Classification, Compensation and Collective Bargaining Agreements for 8204 Institutional Police Officer Effective March 29, 2014 to July 1, 2014.
2. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
3. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Monique Zmuda
Deputy Controller

April 29, 2014

Todd Rydstrom, AGM Business Services & CFO
San Francisco Public Utilities Commission
525 Golden Gate Avenue
San Francisco, CA 94102

Attention: Carlos Jacobo, Budget Director
San Francisco Public Utilities Commission
525 Golden Gate Avenue
San Francisco, CA 94102

RE: Security Services – FY 2014-15 and FY 2015-16

The cost information and supplemental data provided by your office on the proposed contract for Public Utilities Commission security services have been reviewed by my staff.

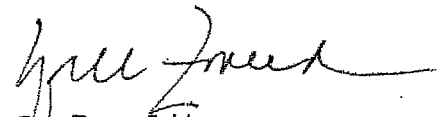
If these services are provided at the proposed contract price, it appears they can be performed at a lower cost than if the work were performed by City employees.

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 Years (FY) 2014-15 and FY 2015-16 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Your department does not need to take further action for Board of Supervisors' approval because this determination will become part of the FY 2014-15 budget approval process. Following that legislative approval, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-6626 if you have any questions regarding this determination.

Sincerely,



Ben Rosenfield,
Controller

Enclosures

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

Wastewater Enterprise
 Security Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2014-15

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Institutional Police Officer (Full-time)	8204	1.0	\$ 2,247	\$ 2,732	\$ 58,647	\$ 71,305
Institutional Police Officer (As-needed)	8204	0.5	2,247	2,732	29,323	35,653
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Holiday Pay (if applicable)	N/A				0	0
Night / Shift Differential (if applicable)					6,640	8,073
Overtime Pay (if applicable)					0	0
Other Pay (if applicable)					0	0
Total Salary Costs		4.0			241,227	293,294

FRINGE BENEFITS

Variable Fringes (3)	74,012	89,987
Fixed Fringes (4)	51,584	51,584
Total Fringe Benefits	125,596	141,571

ESTIMATED TOTAL CITY COST

366,823 434,865

LESS: ESTIMATED TOTAL CONTRACT COST

(153,347) (153,446)

ESTIMATED SAVINGS

\$ 213,476 \$ 281,419

% of Savings to City Cost

58% 65%

Comments/Assumptions:

- Salary levels reflect Classification, Compensation and Collective Bargaining Agreements for 8204 Institutional Police Officer Effective March 29, 2014 to July 1, 2014.
- Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
- Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.

Wastewater Enterprise
 Security Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1)(2)
 FISCAL YEAR 2015-16

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Institutional Police Officer (Full-time)	8204	1.0	\$ 2,247	\$ 2,732	\$ 58,647	\$ 71,305
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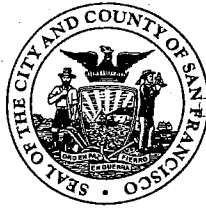
FRINGE BENEFITS

Variable Fringes (3)		69,930	85,024
Fixed Fringes (4)		53,228	53,228
Total Fringe Benefits		123,158	138,252
ESTIMATED TOTAL CITY COST		364,385	431,546
LESS: ESTIMATED TOTAL CONTRACT COST		(153,347)	(153,446)
ESTIMATED SAVINGS		\$ 211,038	\$ 278,100
% of Savings to City Cost		58%	64%

Comments/Assumptions:

- Salary levels reflect Classification, Compensation and Collective Bargaining Agreements for 8204 Institutional Police Officer Effective March 29, 2014 to July 1, 2014.
- Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
- Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.

OFFICE OF THE MAYOR
SAN FRANCISCO



RECEIVED EDWIN M. LEE
BOARD OF SUPERVISORS
SAN FRANCISCO
MAYOR
MAY 1 - 1 PM 3:13

TO: Angela Calvillo, Clerk of the Board of Supervisors *lc*
FROM: *for* Mayor Edwin M. Lee *je*
RE: Proposition J Contract/Certification of Specified Contracted-Out Services
Previously Approved
DATE: May 1, 2014

Attached for introduction to the Board of Supervisors is the resolution concurring with the Controller's certification that services previously approved can be performed by private contractor for a lower cost than similar work performed by City and County employees, for the following services: information booths, security, parking operations, and shuttle bus (Airport); citations processing, towing, paratransit, parking meter, security, and transit shelter (MTA); security and janitorial (Port); security (PUC).

I request that this item be calendared in Budget and Finance Committee.

Should you have any questions, please contact Jason Elliott (415) 554-5105.

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