



**OFFICE OF THE CONTROLLER**  
CITY AND COUNTY OF SAN FRANCISCO

Ben Rosenfield  
Controller

Todd Rydstrom  
Deputy Controller

May 31, 2022

Trent Rhorer, Director  
City and County of San Francisco Human Services Agency  
170 Otis Street  
San Francisco, CA 94103

Attention: Esperanza Zapien, Director of Contracts and Facilities

RE: HSA Security – FY 2022-23

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

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

The requirements of Charter Section 10.104.15 relative to the Controller's findings that work or services can be practically performed under private contract at a lesser cost than similar work performed by employees of the City and County of San Francisco have been satisfied. Attached is a statement of projected cost and estimated savings for Fiscal Year 2022-23 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Following the approval of the Board of Supervisors, we will notify your department and the Purchaser that this Charter requirement has been met. Please contact Risa Sandler at [Risa.Sandler@sfgov.org](mailto:Risa.Sandler@sfgov.org) if you have any questions regarding this determination.

Sincerely,

/s/

---

Ben Rosenfield,  
Controller

Enclosures

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

Admin / Central Management

Site Security

COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES

FISCAL YEAR 2022-23

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate per FTE		Annual Cost	
			Low	High	Low	High
Security Guard	8202_C	68.4	\$ 2,665	\$ 3,200	4,761,057	5,715,555
Institutional Police Sergeant	8205_C	4.0	5,003	6,005	\$ 522,264	\$ 626,967
Manager I	0922_C	1.0	4,999	6,001	\$ 130,477	\$ 156,635
Holiday Pay (if applicable)	n/a	n/a				
Night / Shift Differential (if applicable)	n/a	n/a				
Overtime Pay (if applicable)	n/a	n/a	3,829	4,597	99,948	119,986
Other Pay (if applicable)	n/a	n/a				
Total FTE		73.4				
Total Salary Costs-->					\$ 5,413,797	\$ 6,499,157
Total of Other Compensation-->					\$ 99,948.0	\$ 119,985.6

FRINGE BENEFITS

Job Class	\$ Amount	Low	High
Benefits per FTE--Job Class #: 8202_C	\$ 39,006		
Benefits per FTE--Job Class #: 8205_C	\$ 60,161		
Benefits per FTE--Job Class #: 0922_C	\$ 63,281		
Total Fringe Benefits		\$ 2,660,943	\$ 2,973,556

ADDITIONAL CITY COSTS

Insert all additional costs, with a description, that the City would incur if providing the service.			
Uniform		\$ 44,065	\$ 44,065
Radios (\$200 per staff)		\$ 14,688	\$ 14,688
Metal detecting wands		\$ 600	\$ 600
Total Capital & Operating		\$ 59,353	\$ 59,353

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$ 8,234,042	\$ 9,652,051
LESS: ESTIMATED TOTAL CONTRACT COST	\$ 4,353,779	\$ 4,358,075
ESTIMATED SAVINGS	\$ 3,880,263	\$ 5,293,977
% of Savings to City Cost	47%	55%