



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

Ben Rosenfield  
Controller

Todd Rydstrom  
Deputy Controller

May 30, 2019

Jeff Kositsky  
Department of Homelessness and Supportive Housing  
1360 Mission Street, Suite 200  
San Francisco, CA 94103

Attention: Gigi Whitley, Deputy Director of Finance and Administration

RE: HSH Security – FY 2019-20

The cost information and supplemental data provided by your office on the proposed contract for 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 2019-20 and the informational items provided by the department pursuant to San Francisco Administrative Code Section 2.15.

Following the approval of the Board of Supervisors, we will notify your department and the Purchaser that this Charter requirement has been met.

Please contact Risa Sandler at 415-554-5254 if you have any questions regarding this determination.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Rosenfield", enclosed within a large, thin, hand-drawn oval.

Ben Rosenfield,  
Controller

Enclosures

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

Homelessness and Supportive Housing

A1 Protective Services

COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)

FISCAL YEAR 2019-20

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	50.6	\$ 1,900	\$ 2,310	\$ 2,521,397	\$ 3,064,774	
Holiday Pay (if applicable)	n/a	n/a			103,987	126,397	
Night / Shift Differential (if applicable)	n/a	n/a			122,974	149,475	
Total FTE		50.6					
					Total Salary Costs--->	\$ 2,521,397.07	\$ 3,064,773.90
					Total of Other Compensation--->	\$ 226,960.77	\$ 275,872.23

FRINGE BENEFITS

Job Class	\$ Amount	Low	High
Benefits per FTE--Job Class #:	8202 \$ 34,240		
Total Fringe Benefits		\$ 1,571,432	\$ 1,734,166

ADDITIONAL CITY COSTS

vehicles (2 vehicles and maintenance)	80,000	80,000
parking for 2 vehicles	4,800	4,800
supplies estimates at \$800 per officer	40,518	40,518
radios/communication equipment	5,000	5,000
Total Capital & Operating	\$ 130,318	\$ 130,318

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$ 4,450,107.76	\$ 5,205,130.12
LESS: ESTIMATED TOTAL CONTRACT COST	\$ 3,209,323.38	\$ 3,536,017.55
ESTIMATED SAVINGS	\$ 1,240,784	\$ 1,669,113
% of Savings to City Cost	28%	32%

Comments/Assumptions:

1. FY 1984-85 would be/was the first year these services are/were contracted out.
2. Salary levels reflect proposed salary rates effective July 1, 2018. 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.