



OFFICE OF THE CONTROLLER
CITY AND COUNTY OF SAN FRANCISCO

Ben Rosenfield
Controller
Todd Rydstrom
Deputy Controller

July 31, 2020

Abigail Stewart-Kahn, Interim Director
Department of Homelessness and Supportive Housing
440 Turk Street
San Francisco, CA 94102

Attention: Gigi Whitley, Deputy Director of Finance and Administration

RE: HSH Security – FY 2020-21

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 2020-21 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,

/s/

Ben Rosenfield,
Controller

Enclosures

cc: Board of Supervisors' Budget Analyst
Human Resources, Employee Relations
Thomas Chen, Budget and Finance Manager

[DEPARTMENT]
 [PS DIVISION CODE + TITLE]

Security

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

FISCAL YEAR 2020-21

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	29.0	\$ 1,943	\$ 2,333	\$ 1,470,951	\$ 1,765,848
Institutional Police Sergeant	8205	0.4	4,461	5,355	\$ 46,569.86	\$ 55,906.20
0	0				\$ -	\$ -
0	0				\$ -	\$ -
0	0				\$ -	\$ -
0	0				\$ -	\$ -
0	0				\$ -	\$ -
0	0				\$ -	\$ -
0	0				\$ -	\$ -
0	0				\$ -	\$ -
Holiday Pay (if applicable)	n/a	n/a			60,964	74,102
Night / Shift Differential (if applicable)	n/a	n/a			94,380	114,719
Overtime Pay (if applicable)	n/a	n/a			220,643	264,877
Other Pay (if applicable)	n/a	n/a				
Total FTE		29.4				
Total Salary Costs-->					\$ 1,517,521	\$ 1,821,754
Total of Other Compensation-->					\$ 375,986	\$ 453,699

FRINGE BENEFITS

Job Class	\$ Amount
Benefits per FTE--Job Class #: 8202	35,837
Benefits per FTE--Job Class #: 8205	59,216
Benefits per FTE--Job Class #: 0	0
Benefits per FTE--Job Class #: 0	0
Benefits per FTE--Job Class #: 0	0
Benefits per FTE--Job Class #: 0	0
Benefits per FTE--Job Class #: 0	0
Benefits per FTE--Job Class #: 0	0
Benefits per FTE--Job Class #: 0	0
Benefits per FTE--Job Class #: 0	0
Total Fringe Benefits	Low \$ 959,093 High \$ 1,062,961

ADDITIONAL CITY COSTS

uniform	\$ 17,740	\$ 17,740
supplies	\$ 5,880	\$ 5,880
radios/communication equipment	\$ 2,940	\$ 2,940
	\$ -	\$ -
Total Capital & Operating	\$ 26,560	\$ 26,560

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$ 2,879,161	\$ 3,364,973
LESS: ESTIMATED TOTAL CONTRACT COST	\$ 2,175,884	\$ 2,501,188
ESTIMATED SAVINGS	\$ 703,277	\$ 863,785
% of Savings to City Cost	24%	26%

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, 2020. 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.
 4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
- <List any other comments or assumptions>