



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

Ben Rosenfield  
Controller  
Todd Rydstrom  
Deputy Controller

May 30, 2019

Mohammed Nuru  
Director of Public Works  
City Hall, Room 348  
San Francisco, CA 94102-4645

Attn: Julia Dawson, Deputy Director for Financial Management and Administration

RE: Contracting for Security at 3<sup>rd</sup> and 4<sup>th</sup> Floor of 30 Van Ness Avenue – FY 2019-20

The cost information and supplemental data provided by your office on the proposed contract for security services at 30 Van Ness Avenue 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 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,

Ben Rosenfield,  
Controller

Enclosures

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

Public Works - Building Design & Construction

Security Guard Services - 3rd and 4th Floor of 30 Van Ness  
 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	2.0	\$ 1,901	\$ 2,310	\$ 99,603	\$ 121,024
Security Guard - As Needed	8202	0.1	1,901	2,310	\$ 4,980	\$ 6,051
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				
Other Pay (if applicable)	n/a	n/a				
Total FTE		2.1				
Total Salary Costs-->					\$ 104,583.46	\$ 127,075.13
Total of Other Compensation-->					\$ -	\$ -

FRINGE BENEFITS

Job Class	\$ Amount	Low	High
Benefits per FTE--Job Class #:	8,202	34,240	
Benefits per FTE--Job Class #:	8,202	34,240	
Total Fringe Benefits		\$ 65,156.53	\$ 71,904.00

ADDITIONAL CITY COSTS

Uniforms	\$ 1,000	\$ 1,000
Total Capital & Operating	\$ 1,000	\$ 1,000

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$ 170,739.99	\$ 199,979.13
LESS: ESTIMATED TOTAL CONTRACT COST	\$ 138,558.24	\$ 153,329.75
ESTIMATED SAVINGS	\$ 32,182	\$ 46,649
% of Savings to City Cost	19%	23%

Comments/Assumptions:

1. FY 1999 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.