



OFFICE OF THE CONTROLLER
CITY AND COUNTY OF SAN FRANCISCO

Ben Rosenfield
Controller

Todd Rydstrom
Deputy Controller

May 31, 2023

Carmen Chu, Director
General Services Agency – City Administrator
City Hall - 1 Dr. Carlton B. Goodlett Place, Room 362
San Francisco, CA 94102-4683

Attention: Katharine Petrucione, Deputy City Administrator

RE: Contracting for Fleet Security – FY 2023-24

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 2023-24 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 if you have any questions regarding this determination.

Sincerely,

/s/

Ben Rosenfield,
Controller

Enclosures

cc: Board of Supervisors' Budget Analyst
Human Resources, Employee Relations
Trisha McMahon, Budget and Planning Manager

296644 ADM Internal Services - Fleet Management
 Security Guard Service at Central Shops

**COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES
 FISCAL YEAR 2023-24**

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	
Building and Grounds Patrol Officer	8207	3.37	\$ 2,762	3,316	\$ 241,864	\$ 290,353	
City Shops Assistant Superintendent	7277	0.05	\$ 5,198	6,240	\$ 6,757.71	\$ 8,112.50	
Holiday Pay (if applicable)	n/a	n/a			13,671	16,412	
Night / Shift Differential (if applicable)	n/a	n/a			15,398	18,486	
Overtime Pay (if applicable)	n/a	n/a					
Other Pay (if applicable)	n/a	n/a			2,021	2,021	
Total FTE		3.4					
					Total Salary Costs-->	\$ 262,292.46	\$ 298,465.17
					Total of Other Compensation-->	\$ 31,090.39	\$ 36,918.24

FRINGE BENEFITS

Job Class	\$ Amount	Low	High
Benefits per FTE--Job Class #:	8,207	38,206	
Benefits per FTE--Job Class #:	7,277	58,145	
Total Fringe Benefits		\$ 118,180.79	\$ 131,594.35

ADDITIONAL CITY COSTS

Uniform costs	\$ 2,700	\$ 2,700
	\$ -	\$ -
Total Capital & Operating	\$ 2,700	\$ 2,700

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$ 414,264	\$ 469,678
LESS: ESTIMATED TOTAL CONTRACT COST	\$ 205,707	\$ 246,703
ESTIMATED SAVINGS	\$ 208,557	\$ 222,975
% of Savings to City Cost	50%	47%