OFFICE OF THE CONTROLLER
CITY AND COUNTY OF SAN FRANCISCO

Ben Rosenfield
Controller

Todd Rydstrom
Deputy Controller

May 31, 2023

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

Attention: Esperanza Zapien, Contracts Director

RE: HSA 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
Celia Pedroza, Budget Director

Human Services Agency
Site Security

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 Low	Bi-Weekly Rate per FTE High	Annual Cost Low	Annual Cost High
Security Guard	8202_C	68.4	$ 2,762	3,316	4,914,590	5,899,868
Institutional Police Sergeant	8205_C	4.0	$ 4,122	4,948	428,685	514,628
Manager I	0922_C	1.0	$ 5,179	6,218	134,660	161,657
Overtime Pay (if applicable)	n/a	n/a	3,983	4,782	103,568	124,331
Other Pay (if applicable)	n/a	n/a				
	Total FTE	73.4				
				Total Salary Costs--->	5,477,935	6,576,153
				Total of Other Compensation--->	103,568	124,331

FRINGE BENEFITS

	Job Class	$ Amount
Benefits per FTE--Job Class #:	8202_C	$ 38,206
Benefits per FTE--Job Class #:	8205_C	$ 45,540
Benefits per FTE--Job Class #:	0922_C	$ 62,004

	Low	High
Total Fringe Benefits	2,565,553	2,859,042

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	8,206,410	9,618,879
LESS: ESTIMATED TOTAL CONTRACT COST	4,353,970	4,358,304
ESTIMATED SAVINGS	3,852,440	5,260,576
% of Savings to City Cost	47%	55%

FILE NO. 230672 RESOLUTION NO. 369-23

[Proposition J Contract Certification Contracted-Out Department Services Previously Approved]

Resolution concurring with the Controller's certification that department services previously approved can be performed by a private contractor for a lower cost than similar work performed by City and County employees, for the following services: Budget and Legislative Analyst Services (Board of Supervisors); Fleet Security Services, Real Estate Division Custodial Services, Real Estate Division Security Services, and Convention Facilities Management (General Services Agency - Administrative Services); Security Services (Department of Public Works); Security Services (Homelessness and Supportive Housing); Security Services (Human Services Agency); Food Services at County Jails (Sheriff's Department); Assembly of Vote by Mail Services (Department of Elections); Security Services (Mayor's Office of Housing and Community Development); and Security Services (Department of Public Health).

WHEREAS, The Electorate of the City and County of San Francisco passed Proposition J in November 1976, allowing City and County Departments to contract with private companies for specific services that can be performed for a lower cost than similar work by City and County employees (Charter, Section 10.104.15); and,

WHEREAS, The City has previously approved outside contracts for the services listed below; and,

WHEREAS, The Controller has determined that a Purchaser's award of a contract for the services listed below to a private contractor will continue to achieve cost savings for the City; and,

WHEREAS, The City and County of San Francisco has a Charter obligation to enact a balanced budget each fiscal year; and,

WHEREAS, The Controller's certification, which confirms that said services can be performed at lower costs to the City and County by private contractor than by employees of the City and County, is on file with the Clerk of the Board of Supervisors in File No. 230672, which is hereby declared to be part of this resolution as if set forth fully herein; now, therefore be it;

RESOLVED, That the Board of Supervisors hereby concurs with the Controller's certification and approves the Proposition J Resolution concerning the Purchaser's award of a contract to a private contractor for the services listed below for the period of July 1, 2023 through June 30, 2024.

Fiscal Year 2023-2024

Department/Function	City Cost (High)	Contract Cost (High)	$ SAVINGS	FTEs
Board of Supervisors (BOS)				
Budget Analyst	3,748,166	3,141,519	606,647	15.5
General Services Agency–City Administrator (ADM)				
Fleet Security Services	469,678	246,703	222,975	3.4
Real Estate Division Custodial Services	4,649,575	2,412,071	2,237,504	36.2
Real Estate Division Security Services	5,998,709	2,818,181	3,180,527	44.4
Convention Facilities Management	49,913,416	42,929,673	6,983,743	261.7
Department of Public Works (DPW)				
Security Services	837,288	450,086	387,202	6.7

Department/Function	City Cost (High)	Contract Cost (High)	$ SAVINGS	FTEs
Homelessness and Supportive Housing (HOM)				
Security Services	5,516,859	2,037,867	3,478,992	39.7
Human Services Agency (HSA)				
Security Services	9,618,879	4,358,304	5,260,576	73.4
Sheriff (SHF)				
Food Services for Jail Inmates	2,573,502	1,456,983	1,116,519	19.1
Elections (REG)				
Assembly of Vote by Mail Ballots	2,161,901	298,701	1,863,200	21.0
Mayor's Office of Housing and Community Development (MOHCD)				
Security Services	2,706,529	1,619,902	1,086,627	20.0
Department of Public Health (DPH)				
Security Services	1,323,038	577,882	745,156	4.2

City and County of San Francisco
Tails
Resolution

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 230672 **Date Passed:** July 18, 2023

Resolution concurring with the Controller's certification that department services previously approved can be performed by a private contractor for a lower cost than similar work performed by City and County employees, for the following services: Budget and Legislative Analyst Services (Board of Supervisors); Fleet Security Services, Real Estate Division Custodial Services, Real Estate Division Security Services, and Convention Facilities Management (General Services Agency - Administrative Services); Security Services (Department of Public Works); Security Services (Homelessness and Supportive Housing); Security Services (Human Services Agency); Food Services at County Jails (Sheriff's Department); Assembly of Vote by Mail Services (Department of Elections); Security Services (Mayor's Office of Housing and Community Development); and Security Services (Department of Public Health).

June 14, 2023 Budget and Appropriations Committee - CONTINUED

June 21, 2023 Budget and Appropriations Committee - RECOMMENDED AS AMENDED

July 11, 2023 Board of Supervisors - CONTINUED

Ayes: 10 - Chan, Dorsey, Engardio, Mandelman, Melgar, Peskin, Preston, Safai, Stefani and Walton
Excused: 1 - Ronen

July 18, 2023 Board of Supervisors - ADOPTED

Ayes: 10 - Chan, Dorsey, Engardio, Mandelman, Melgar, Peskin, Ronen, Safai, Stefani and Walton
Noes: 1 - Preston

File No. 230672

I hereby certify that the foregoing Resolution was ADOPTED on 7/18/2023 by the Board of Supervisors of the City and County of San Francisco.

Angela Calvillo
Clerk of the Board

London N. Breed
Mayor

7/26/23

Date Approved