



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

Greg Wagner  
Controller  
Todd Rydstrom  
Deputy Controller

May 28, 2024

Carmen Chu, City Administrator  
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 Real Estate Security Services – FY 2024-25

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 2024-25 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 Devin Macaulay at [Devin.Macaulay@sfgov.org](mailto:Devin.Macaulay@sfgov.org) if you have any questions regarding this determination.

Sincerely,

\_\_\_\_\_/s/\_\_\_\_\_

Greg Wagner,  
Controller

Enclosures

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

ADM - General Services Agency - City Admin  
 Security Services for RED Buildings (18740)  
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES  
**FISCAL YEAR 2024-25**

**PROJECTED PERSONNEL COSTS**

Job Name	Job Class	FTE	FY 2024-25 Personnel	
			Cost Low	Cost High
Manager I	0922_C	0.10	\$ 18,724	\$ 23,202
Building And Grounds Patrol Officer	8207_C	47.30	\$ 5,179,786	\$ 6,113,705
Supervising Building and Grounds Patrol Officer	8211_C	4.00	\$ 477,063	\$ 564,374
Holiday Pay - Miscellaneous			\$ 115,965	\$ 139,212
Premium Pay - Miscellaneous			\$ 123,922	\$ 148,765
<b>Sum:</b>		<b>51.40</b>	<b>\$ 5,915,460</b>	<b>\$ 6,989,258</b>

**ADDITIONAL CITY COSTS**

Item Description	Nbr of Units	Notes / Unit Measure	FY 2024-25	
			Low Estimate	High Estimate
Cellular Phones (\$2800 per year + \$509.50 one-time cost), (\$4500 a year + \$700 one-time cost); for the 8207 officers	0		\$ 158,856	\$ 249,600
Uniform (\$450)	0		\$ 21,600	\$ 21,600
<b>Total Non-Personnel Costs:</b>			<b>\$ 180,456</b>	<b>\$ 271,200</b>

**ESTIMATED TOTAL CITY COST \$ 6,095,916 \$ 7,260,458**

**COST COMPARISON SUMMARY**

ESTIMATED TOTAL CITY COST	\$ 6,095,916	\$ 7,260,458
LESS: ESTIMATED TOTAL CONTRACT COST	\$ 3,076,321	\$ 3,140,165
ESTIMATED SAVINGS	\$ 3,019,595	\$ 4,120,293
% of Savings to City Cost	49.53%	56.75%