



CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller
Todd Rydstrom
Deputy Controller

May 17, 2017

Naomi Kelly, Director
General Services Agency – City Administrator
City Hall, Room 362
San Francisco, CA 94102-4683

Attention: Jennifer Johnston, Deputy City Administrator

RE: Contracting for Medical Examiner Security–FY 2017-18

The cost information and supplemental data provided by your office on the proposed contract for convention facilities management have been reviewed by my staff.

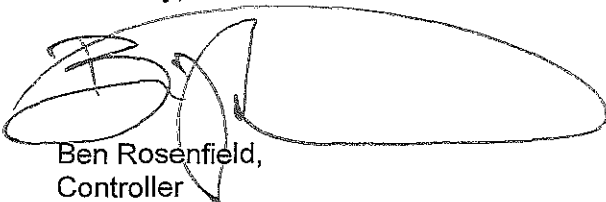
If these services are provided at the proposed contract price, it appears they can be performed at a lower cost than if the work were performed by City employees.

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 2017-18 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 Theresa Kao at 415-554-5253 if you have any questions regarding this determination.

Sincerely,

A handwritten signature in black ink, appearing to be "Ben Rosenfield", written over a large, light-colored oval shape.

Ben Rosenfield,
Controller

Enclosures

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

General Services Agency - City Administrator, Medical Examiner
 1 Newhall Security Services
 COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
 FISCAL YEAR 2017-18

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

Job Class Title	Class	# of Full Time Equivalent Positions	Bi-Weekly Rate		Low	High
Deputy Sheriff	8304	4.8	\$ 3,287	\$ 4,190	\$ 411,837	\$ 524,974
Senior Deputy Sheriff	8306	0.5	\$ 3,639	\$ 4,645	\$ 47,494	\$ 60,611
Holiday Pay					\$ 26,136	\$ 33,316
Night / Shift Differential (4:00pm-11:00pm)					\$ 10,210	\$ 13,015
Night / Shift Differential (11:00pm-6:00am)					\$ 12,012	\$ 15,312
Total Salary Costs		5.3			\$ 507,689	\$ 647,228

FRINGE BENEFITS

Benefits per FTE (8304)	46,953		
Benefits per FTE (8306)	49,754		
Total Fringe Benefits		\$ 219,516	\$ 250,251

ADDITIONAL CITY COSTS

Uniforms		\$ 5,700	\$ 5,700
Total Additional City Costs		\$ 5,700	\$ 5,700

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$ 732,905	\$ 903,180
LESS: ESTIMATED TOTAL CONTRACT COST	\$ (266,349)	\$ (267,341)
ESTIMATED SAVINGS	\$ 466,555	\$ 635,838
	% of Savings to City Cost	64% 70%

Comments/Assumptions:

1. FY2017-18 would be the first year these services are contracted out. 1 Newhall is a new facility for the Medical Examiner.
2. Salary levels reflect rates effective July 1, 2017. Costs are represented as annual 12 month costs.
3. Fringe benefits includes variable benefits (employer retirement, Social Security, Medicare, unemployment, and long-term disability, where applicable) and fixed benefits (health and dental).
4. The contract cost includes 0.05 FTE for contract monitoring.