



OFFICE OF THE CONTROLLER
CITY AND COUNTY OF SAN FRANCISCO

Ben Rosenfield
Controller

Todd Rydstrom
Deputy Controller

May 30, 2019

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

Attention: John Tsutakawa, Director of Contracts and Facilities

RE: HSA Security – FY 2019-20

The cost information and supplemental data provided by your office on the proposed contract for security services 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 Risa Sandler at 415-554-5254 if you have any questions regarding this determination.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Rosenfield", enclosed within a large, hand-drawn oval.

Ben Rosenfield,
Controller

Enclosures

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

Human Services Agency

Site Security

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	8202.00	69.7	1,900	2,310	\$ 3,468,294.95	\$ 4,215,734.19	
Institutional Police Sergeant	8205.00	4.0	4,361	5,301	\$ 457,037.55	\$ 555,532.00	
Manager II	0923	1.0	4,652	5,654	\$ 121,872.68	\$ 148,137.00	
Holiday Pay (if applicable)	n/a	n/a			5,700	6,929	
Night / Shift Differential (if applicable)	n/a	n/a			69,200	84,113	
Total FTE			74.7				
					Total Salary Costs---	\$ 4,122,105.88	\$ 5,010,445.46
					Total of Other Compensation---	\$ 74,900.70	\$ 91,042.27

FRINGE BENEFITS

Job Class	\$ Amount	Low	High	
Benefits per FTE--Job Class #:	8202	\$ 34,240	5,853,718	6,601,158
Benefits per FTE--Job Class #:	8205	\$ 56,282	682,166	780,660
Benefits per FTE--Job Class #:	0923	\$ 62,198	184,071	210,335
Total Fringe Benefits			\$ 2,413,442.91	\$ 2,672,749.37

ADDITIONAL CITY COSTS

Insert all additional costs, with a description, that the City would incur if providing the service. May include capital costs, materials & supplies, uniforms, technology, as is comparable to the contract components.			
Uniforms (\$500 per officer)	\$	36,834	\$ 36,834
Radios (\$83 per staff)	\$	6,197	\$ 6,197
Metal detecting wands	\$	600	\$ 600
	\$	-	\$ -
Total Capital & Operating	\$	43,631	\$ 43,631

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$ 6,654,080.77	\$ 7,817,868.38
LESS: ESTIMATED TOTAL CONTRACT COST	\$ 4,255,767.74	\$ 4,386,794.05
ESTIMATED SAVINGS	<u>\$ 2,398,313</u>	<u>\$ 3,431,074</u>
% of Savings to City Cost	36%	44%

Comments/Assumptions:

1. According to limited records, these services were contracted out prior to FY00/01 (Black Bear), at least to FY97/98 (McCoy Patrol Svcs).
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 disability, where applicable.
4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
5. To operate a 24/7 program, there may be additional overtime and night weekend coverage for limited 24 hour sites.