



OFFICE OF THE CONTROLLER
CITY AND COUNTY OF SAN FRANCISCO

Ben Rosenfield
Controller
Todd Rydstrom
Deputy Controller

May 28, 2021

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

Attention: Kenneth Bukowski, Deputy City Administrator

RE: Contracting for Fleet Security – FY 2021-22

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 2021-22 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,

_____/s/
Ben Rosenfield,
Controller

Enclosures

cc: Board of Supervisors' Budget Analyst
Human Resources, Employee Relations
Adam Nguyen, Finance and Planning Director

COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)
FISCAL YEAR 2021-22

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	3.50	\$ 2,525	\$ 3,031	\$230,751	\$277,012
City Shops Assistant Superintendent	7277	0.05	\$ 4,755	\$ 5,708	\$ 6,205	\$ 7,449
-	-	-	-	-	-	\$ -
Holiday Pay (if applicable)	n/a	n/a			12,500	15,006
Night / Shift Differential (if applicable)	n/a	n/a			14,079	16,902
Overtime Pay (if applicable)	n/a	n/a			0	0
Uniform Pay (if applicable)	n/a	n/a			2,101	2,101
Total FTE		3.6				
Total Salary Costs-->					\$236,956	\$284,461
Total of Other Compensation-->					\$ 28,680	\$ 34,008

FRINGE BENEFITS

Job Class	\$ Amount	Low	High
Benefits per FTE--Job Class #:	8207	\$ 38,344	
Benefits per FTE--Job Class #:	7277	\$ 59,033	
Benefits per FTE--Job Class #:	-	-	
Total Fringe Benefits		\$123,181	\$137,197

ADDITIONAL CITY COSTS

Insert all additional costs, with a description, that the City would incur if providing the May include capital costs, materials & supplies, uniforms, technology, as is comparable to the contract components.	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
Total Capital & Operating	\$ -	\$ -

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST	\$388,817	\$455,667
LESS: ESTIMATED TOTAL CONTRACT COST	\$202,538	\$242,900
ESTIMATED SAVINGS	\$186,279	\$212,767
% of Savings to City Cost	48%	47%

Comments/Assumptions:

- 1983 was the first year these services were contracted out.
- Salary levels reflect proposed salary rates effective July 1, 2021. Costs are represented as annual 12 month costs.
- Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long-term disability, where applicable.
- Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
- 7 hours each day eligible for 8% shift-differential pay; 7 hours each day eligible for 10% shift-differential pay (Local 1021 MOU items 293,294, & 426)
- 5% of 7277's time would be spent supervising security guard employees.
- Hours per FTE is 1784. (2,088 hours - 80 hours vacation pay - 88 hours holiday pay - 32 hours floating holiday pay - 104 hours sick pay)