

Fiscal Note

State of Alaska
2025 Legislative Session

Bill Version:	CSSB 31(STA)
Fiscal Note Number:	4
(S) Publish Date:	2/19/2025

Identifier: SB031-DOA-SSOA-01-24-2025
 Title: ADDRESS CONFIDENTIALITY PROGRAM
 Sponsor: KIEHL
 Requester: (S) STATE AFFAIRS

Department: Department of Administration
 Appropriation: Shared Services of Alaska
 Allocation: Print Services
 OMB Component Number: 2333

Expenditures/Revenues

Note: Amounts do not include inflation unless otherwise noted below. (Thousands of Dollars)

	FY2026	Included in	Out-Year Cost Estimates					
	Appropriation Requested	Governor's FY2026 Request	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
OPERATING EXPENDITURES	FY 2026	FY 2026						
Personal Services	264.1		264.1	264.1	264.1	264.1	264.1	264.1
Travel	3.0		3.0	3.0	3.0	3.0	3.0	3.0
Services	127.0		103.6	107.3	112.0	117.9	125.3	
Commodities	20.4		5.1	5.8	6.8	8.0	9.5	
Capital Outlay								
Grants & Benefits								
Miscellaneous								
Total Operating	414.5	0.0	375.8	380.2	385.9	393.0	401.9	

Fund Source (Operating Only)

1004 Gen Fund (UGF)	414.5		375.8	380.2	385.9	393.0	401.9
Total	414.5	0.0	375.8	380.2	385.9	393.0	401.9

Positions

Full-time	2.0		2.0	2.0	2.0	2.0	2.0
Part-time							
Temporary							

Change in Revenues

None							
Total	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Estimated SUPPLEMENTAL (FY2025) cost: 0.0 *(separate supplemental appropriation required)*

Estimated CAPITAL (FY2026) cost: 0.0 *(separate capital appropriation required)*

Does the bill create or modify a new fund or account? No
(Supplemental/Capital/New Fund - discuss reasons and fund source(s) in analysis section)

ASSOCIATED REGULATIONS

Does the bill direct, or will the bill result in, regulation changes adopted by your agency? **Yes**
 If yes, by what date are the regulations to be adopted, amended or repealed? 01/01/26

Why this fiscal note differs from previous version/comments:

Not applicable; initial version.

Prepared By:	Ali Petershore, Deputy Director	Phone:	(907)465-1100
Division:	Shared Services of Alaska	Date:	01/24/2025 12:00 AM
Approved By:	Eric DeMoulin, Administrative Services Director	Date:	01/24/25
Agency:	Department of Administration		

FISCAL NOTE ANALYSIS

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Analysis

Background:

This bill protects victims of qualifying crimes, correctional officers, and peace officers by providing a substitute mailing address and mail forwarding service.

The bill provides authority for the Department of Administration, Division of Shared Services' Print Services section to immediately adopt regulations and implement the Address Confidentiality Program effective January 1, 2026.

Staff would (1) administer the new program; (2) adopt regulations for participants to enroll or withdraw from the program; (3) coordinate and collaborate with agencies and organizations; (4) obtain a Post Office Box as a substitute mailing address; (5) procure, populate, and maintain a confidential database storing participant information; and (6) receive, sort, and forward mail to participants.

Conferring with other States who have implemented similar Address Confidentiality Programs, the fiscal note is based on the following assumptions for Alaska's Address Confidentiality Program:

-Growth Rate: 25% Annual Growth. Reaching 500 participants by the fifth year and potential to further expand in following years.

-Mail Volume/Participant: 60 Pieces Annually

Implementation Cost:

The cost to operate the Address Confidentiality Program would increase as the program expands to serve and protect a greater number of participants.

Personal Services:

The Department expects to hire a Program Manager and an Administrative Assistant to implement and administer the Address Confidentiality Program.

Program Manager, R22, located in Juneau: \$179.4

Administrative Assistant 1, R12, located in Juneau: \$84.7

Travel:

Annual travel for the Program Manager to attend the National Association of Confidential Address Programs' (NACAP) conference and collaborate with other states who have implemented an Address Confidentiality Program and learn best practices.

1x out-of-state travel: \$3.0

Contractual Services:

In the first year, the projected costs include the development of the program's database. Ongoing annual costs include database maintenance, server hosting, rent for the State Office Building, and support line services assessed to state employees. The program is projected to grow at an annual rate of 25%, with postage costs rising in line with increased participant enrollment.

**Postage: \$3.6 in the first year, then \$9.0 as base beginning FY2027

**Central Mail Chargeback rate: \$4.9

Data & IT Contract/RSA (Development & Maintenance): \$50.0 for initial development, with \$20.0 on the out years for ongoing annual costs

Server Hosting: \$4.5/year

SOB Rent: \$44.0/year

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AnalysisCommodities:

Initial start-up costs are included to set-up equipment (laptops, monitors, docking stations, label makers, and an ID card maker) and desk space for two new positions. Operating supplies (examples: envelopes, labels, ink) would be procured annually and volumes and costs would align with program's growth and increased participant enrollment.

New Employee initial cost setup:

- \$6.65 per position x2 = \$13.3
- ID cards \$2.6

**Labels and Envelopes: \$2.5

Other operating supplies: \$2.0

*** out years include a corresponding 25% postage usage increase for each year*