



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

**Department of Corrections**  
**DIVISION OF ADMINISTRATIVE SERVICES**

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Issue Date: April 23, 2025

ATTN: Vendors

**RE: Project Name:** SOMP Community Services  
**Project Number:** 2026-2000-0005  
**Project Location:** Anchorage and Kenai, Alaska  
**Proposal Deadline Date and Time:** **April 28, 2025 @ 2:00 PM AST**

**Addendum # One (1)**

This addendum forms a part of the contract documents. All other items remain the same. In case of conflicts between this addendum and previously issued documents, this addendum shall take precedence.

1. **SEC. 3.07 PROMPT PAYMENT FOR STATE PURCHASES** is removed from the RFP in its entirety:

**~~SEC. 3.07 — PROMPT PAYMENT FOR STATE PURCHASES~~**

~~The state is eligible to receive a 5% discount for all invoices paid within 15 business days from the date of receipt of the commodities or services and/or a correct invoice, whichever is later. The discount shall be taken on the full invoice amount. The state shall consider payment being made as either the date a printed warrant is issued or the date an electronic funds transfer (EFT) is initiated.~~

The following is a question from an interested party and the department's response:

2. **SEC. 3.12 RISK, NEEDS, AND RESPONSIVITY MODEL** states that each provider should have a low-risk offender track to separate them from the high-risk offenders. Typically, the number of offenders in programming in the Kenai community is between 6 – 15 offenders at a time. The RFP states on page 10 under **Program Participation** that group sizes are to be no less than 10 and not exceed 15 offenders. If the contractor were to follow the risk, needs, and responsivity model, the contractor is required to separate the high-risk offenders from the lower risk offenders. How would the contractor be able to do this when standards require a minimum of 10 offenders per group? For example, if the contractor has 5 low-risk offenders and 5 high-risk offenders, under the contract the contractor is unable to split them into separate groups because each group would only have 5 offenders per group. Is there a way to make an exception for the 10-offender minimum rule for groups in smaller programs, so low and high-risk offenders are not mixed up in a group setting?

**RESPONSE:** *Separating the high and low risk offenders is expected. In cases where the total caseload is a mix of high and low-risk offenders, the minimum threshold for group size may be adjusted. The optimal group size for offenders in the same risk category is 10 – 15 but can be lower than that due to the needs of the overall caseload. In these cases, where less than 10 offenders make up a group, the time spent in group treatment may and can be adjusted to 60 minutes instead of 90 minutes. It is expected the contractor staff entire caseloads monthly with the SOMP Criminal Justice Planner (CJP) and adjustments will be made to group size with the approval of the SOMP CJP.*

This addendum is considered part of the Request for Proposal (RFP) and is to be acknowledged in the offeror's proposals.

Please contact Benjamin Baker, 907-269-5909 or [benjamin.baker@alaska.gov](mailto:benjamin.baker@alaska.gov) if you have any questions.

Sincerely,

*Benjamin Baker*

Benjamin Baker  
Procurement Officer

**End of Addendum #1**