



**State of Louisiana**  
Division of Administration  
**Office of State Purchasing**

MEMORANDUM

**TO:** All Heads of Departments and Agencies, Colleges and Universities, Boards and Commissions, Undersecretaries, and Hudson and Veteran Initiatives Coordinators – State of Louisiana

**FROM:** Paul W. Rainwater  
Commissioner of Administration

**DATE:** January 18, 2011

**Re:** Establishment of Goal for the Hudson and Veteran Initiatives

I am pleased to announce that a combined statewide expenditure goal for the Hudson and Veteran Initiatives has been established for Fiscal Year 2011. Our goal is to reach 2% of overall expenditures, which doubles last year's expenditure on the Hudson Initiative alone. In its very first year, expenditures to Veteran Entrepreneurships amounted to more than \$1.1 million. We look forward to greatly increasing this amount to at least \$5 million as the Veteran Initiative's number of certified entrepreneurships continues to increase. However, at this time we will continue a combined goal for both initiatives. (Note: Expenditures for Medicare, debt amortization, debt service, depreciation, employee benefits, per diem, relocation expenses, salaries, postage, and transfer of charges are statutorily excluded from goal-setting.)

To promote success in accomplishing the combined, statewide goal, I am asking that agencies utilize to the maximum extent possible the following opportunities as well as other tools that you have at your discretion:

- 1) In all tie-bid situations, where there are two bids that are equal in terms of quality and price and one bidder is certified under either initiative, the fact that one bidder is so certified should be a primary consideration in breaking the tie.
- 2) Executive Order BJ 10-16 governing purchases under \$25,000, which in part waives the requirement of soliciting three quotations when making purchases not to exceed \$15,000 per transaction from a certified small entrepreneurship when the price is determined to be reasonable.
- 3) The placement of applicable contracting language in those Requests for Proposals, Invitations to Bids, and Advertisements for Bids that have been determined to be suitable for certified small entrepreneurship participation. The language for Requests for

Proposals and Invitations for Bids may be accessed at  
<http://www.doa.louisiana.gov/osp/se/recomklanguage.htm>.

I welcome your suggestions, recommendations, and comments relative to how we can make our programs a success. Your continued active support of the overall mission of these initiatives to involve certified Louisiana-based small entrepreneurships in procurement and contracting opportunities is vital to the success of the program.

Thank you for your cooperation.