

John Bel Edwards
GOVERNOR



Jay Dardenne
COMMISSIONER OF ADMINISTRATION

State of Louisiana

Division of Administration
Office of the Commissioner

MEMORANDUM

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

FROM: Jay Dardenne, Commissioner of Administration

DATE: September 23, 2019

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 Small Entrepreneurship Initiatives has been established for Fiscal Year 2020. Our goal is to have a 2% growth rate of qualified state expenditures paid to small entrepreneurs that have been certified by the Department of Economic Development under these initiatives. As in the prior year, this will continue to be a combined goal for both initiatives.

To promote success in accomplishing the combined, statewide goal, I am asking that agencies utilize to the maximum extent possible the following opportunities:

- 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 JBE 2017-18 governing small purchases which in part waives the requirement of soliciting three quotations when making purchases not to exceed \$15,000 per transaction from a small entrepreneurship certified under either initiative when the price is determined to be reasonable.
- 3) Applicable contracting language should be included whenever appropriate in Requests for Proposals, Invitations to Bids, and Advertisements for Bids. Suggested language to be used can be found at: <http://www.doa.la.gov/Pages/osp/agencycenter/rfp/Index.aspx>. **This language must be included in all Requests for Proposals unless such inclusion will jeopardize funding for the procurement.**

I continue to welcome your suggestions, recommendations, and comments relative to how we can make these programs a success. Your continued active support of the overall mission of these initiatives to involve certified Louisiana-based small entrepreneurs in procurement and contracting opportunities is vital to the success of the program. Thank you for your usual cooperation. If you have any questions, please contact Jeremy Meiske at 225-342-8022 or Jeremy.Meiske@la.gov.

See attached document for your agency/department-specific goals.

**2019-20 Hudson and Veteran Initiatives-Percent of Department Avail. Budget for Hudson, VSE
and DVSE
(With FY20 Growth Target)**

Department	FY20 Department Available Budget	FY19 Hudson, VSE & DVSE Expenditures Combined	FY20 2% Growth Target
01-100 Governor's Office (Executive Office)	\$1,819,394	\$6,579	\$36,388
01-102 Office of Inspector General	\$44,462		\$889
01-103 Mental Health Advocacy Service	\$162,177	\$719	\$3,244
01-106 Louisiana Tax Commission	\$497,430	\$3,324	\$9,949
01-107 Division of Administration	\$248,987,827	\$1,997,678	\$4,979,757
01-109 Coastal Protection and Restoration Authority	\$81,451,155	\$2,258,028	\$2,303,188
01-111 Governor's Office of Homeland Security and Emergency Preparedness	\$110,325,355	\$86,501	\$2,206,507
01-112 Department of Military Affairs	\$29,193,436	\$789,102	\$804,884
*01-115 Facility Planning and Control	N/A	\$2,342,963	\$2,389,823
01-116 Louisiana Public Defender Board	\$12,141,760		\$242,835
01-129 Louisiana Commission on Law Enforcement	\$1,469,467	\$105,165	\$107,268
01-133 Office of Elderly Affairs	\$652,822	\$1,976	\$13,056
01-254 Louisiana State Racing Commission	\$522,626	\$762	\$10,453
01-255 Office of Financial Institutions	\$904,035	\$262	\$18,081
03. Veterans Affairs	\$13,578,241	\$31,089	\$271,565
04-139 Secretary of State	\$28,232,815	\$78,209	\$564,656
04-141 Office of the Attorney General	\$9,600,622	\$31,075	\$192,012
04-146 Lieutenant Governor	\$43,682	\$5,867	\$5,984
04-147 State Treasurer	\$3,952,966	\$31,847	\$79,059
04-158 Public Service Commission	\$649,990	\$32,798	\$33,454
04-160 Agriculture and Forestry	\$23,346,033	\$18,449	\$466,921
04-165 Commissioner of Insurance	\$6,701,311	\$1,752,660	\$1,787,713
05. Economic Dev.	\$6,614,905	\$1,051,308	\$1,072,334
06. Culture, Rec., Tourism	\$26,093,087	\$6,787,089	\$6,922,831
07. DOTD	\$127,036,856	\$2,278,728	\$2,324,302
08. Corrections	\$285,824,840	\$611,838	\$5,716,497
08. Juvenile Justice	\$39,324,771	\$254,056	\$786,495
08. Public Safety	\$39,924,991	\$898,440	\$916,409
09. Health and Hospitals	\$372,633,164	\$1,811,203	\$7,452,663
10. DCFS	\$93,709,358	\$24,696	\$1,874,187
11. Natural Resources	\$11,599,917	\$132,866	\$231,998
12. Revenue	\$8,627,105	\$10,357	\$172,542
13. DEQ	\$6,718,624	\$1,763,827	\$1,799,103
14. Workforce Comm.	\$81,085,535	\$358,624	\$1,621,711
16. Wildlife & Fisheries	\$26,359,010	\$2,008,623	\$2,048,795
17. Civil Service	\$1,265,360	\$33,923	\$34,602
19. DOE, Schools	\$226,981,414	\$2,331,205	\$4,539,628
*19. Higher Ed	N/A	*\$7,861,366	\$8,018,593

**2019-20 Hudson and Veteran Initiatives-Percent of Department Avail. Budget for Hudson, VSE and DVSE
(With FY20 Growth Target)**

Department	FY20 Department Available Budget	FY19 Hudson, VSE & DVSE Expenditures Combined	FY20 2% Growth Target
21. Division of Administrative Law	\$913,800		\$18,276
21. Federal Property Assistance	\$2,216,138		\$44,323
21. LA Property Assistance Agency	\$1,735,945		\$34,719
21. Office of Aircraft Services	\$1,760,053	\$96,221	\$98,145
21. Office of Group Benefits	\$46,128,846		\$922,577
21. Office of Risk Management	\$35,923,334	\$374,716	\$718,467
21. Office of State Procurement	\$227,921	\$4,667	\$4,760
21. Office of Technology Services	\$282,481,177	\$11,029,665	\$11,250,258
TOTALS	\$2,299,463,757	\$41,437,105	\$75,151,901

*01-115 Facility Planning and Control budget detail not available.

*19. Higher Education based on self-reported FY18 expenditure data due to reporting capabilities. (Not included in total)