



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: August 29, 2018

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 2019. 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.

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

**2018-19 Hudson and Veteran Initiatives-Percent of Department Avail. Budget for Hudson, VSE and DVSE
(With FY19 Growth Target)**

Department	FY19 Department Available Budget	*FY18 Hudson Expenditure	*FY18 Veteran Owned (VSE)- Expenditure	*FY18 Veteran Service Connected Disabled (DVSE)- Expenditure	*FY18 Hudson, VSE & DVSE Expenditures Combined	FY18 Hudson, VSE & DVSE-% of Department Available FY19 Budget	FY19 2% Growth Target
01. Executive Office	\$836,657,053	\$5,377,668	\$2,343,954	\$144,022	\$7,865,644	0.94%	\$16,733,141
03. Veterans Affairs	\$14,583,997	\$232,518	\$10,294		\$242,812	1.66%	\$291,680
04-139. Secretary Of State	\$11,484,986	\$106,800	\$59,774		\$166,575	1.45%	\$229,700
04-141. Office of The Attorney General	\$7,681,423	\$5,156	\$49,365		\$54,521	0.71%	\$153,628
04-146. Lieutenant Governor	\$60,285					0.00%	\$1,206
04-147. State Treasurer	\$1,670,278	\$15,461	\$203		\$15,664	0.94%	\$33,406
04-158. Public Service Commission	\$443,094	\$10,285	\$4,475		\$14,760	3.33%	\$15,055
04-160. Agriculture And Forestry	\$21,523,269	\$32,944	\$2,562		\$35,506	0.16%	\$430,465
04-165. Commissioner Of Insurance	\$6,002,776	\$290,110	\$619,758		\$909,867	15.16%	\$928,065
05. Economic Dev.	\$18,513,491	\$70,838	\$900,343		\$971,181	5.25%	\$990,604
06. Culture, Rec., Tourism	\$23,336,829	\$5,623,226	\$36,061		\$5,659,287	24.25%	\$5,772,473
07. DOTD	\$163,274,487	\$2,136,394	\$203,428	\$1,971	\$2,341,793	1.43%	\$3,265,490
08a. Corrections	\$297,313,007	\$511,170	\$7,840		\$519,011	0.17%	\$5,946,260
08b. Public Safety	\$43,050,342	\$64,786	\$67,390	\$5,401	\$137,578	0.32%	\$861,007
08c. Juvenile Justice	\$5,213,379	\$291,091			\$291,091	5.58%	\$296,912
09. Health and Hospitals	\$291,019,600	\$360,702	\$48,730	\$49,716	\$459,148	0.16%	\$5,820,392
10. DCFS	\$42,187,257	\$56,611	\$111,429		\$168,040	0.40%	\$843,745
11. Natural Resources	\$7,512,453	\$123,253			\$123,253	1.64%	\$150,249
12. Revenue	\$8,331,077	\$8,856	\$3,799		\$12,655	0.15%	\$166,622

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13. DEQ	\$7,747,214	\$1,559,830	\$15,550		\$1,575,380	20.33%	\$1,606,887
14. Workforce Comm.	\$20,003,733	\$1,251,846	\$4,791		\$1,256,637	6.28%	\$1,281,770
16. Wildlife & Fisheries	\$47,397,913	\$731,257	\$1,026,297		\$1,757,554	3.71%	\$1,792,705
17. Civil Service	\$1,300,722	\$35,170	\$2,292		\$37,462	2.88%	\$38,211
19. DOE, Schools	\$294,797,652	\$2,831,024	\$44,243	\$18,785	\$2,894,052	0.98%	\$5,895,953
*19. Higher Education	N/A	\$5,116,428	\$493,802	\$154,497	\$5,764,727	N/A	\$5,880,022
21-800. Office of Group Benefits	\$41,631,593					0.00%	\$832,632
21-804. Office of Risk Management	\$15,176,632	\$190			\$190	0.00%	\$303,533
21-806. La Property Assistance Agency	\$1,700,009					0.00%	\$34,000
21-807. Federal Property Assistance	\$2,301,138	\$4,224	\$63		\$4,286	0.19%	\$46,023
21-815. Office of Technology Services	\$287,104,690	\$1,873,038	\$1,156,604		\$3,029,642	1.06%	\$5,742,094
21-816. Division Of Administrative Law	\$795,263	\$2,343			\$2,343	0.29%	\$15,905
21-820. Office of State Procurement	\$229,882					0.00%	\$4,598
21-829. Office of Aircraft Services	\$1,760,053	\$29,530			\$29,530	1.68%	\$35,201
TOTALS	\$2,521,805,577	\$23,694,947	\$6,733,128	\$219,895	\$30,647,970	3.16%	\$66,439,633

*FY18 expenditure information is as of August 13, 2018

*19. Higher Education based on self-reported FY17 expenditure data due to reporting capabilities.