

BUDGET LETTER

	NUMBER: BL 01-39
SUBJECT: STATEWIDE SURVEY OF ORACLE DATABASE USAGE	DATE ISSUED: November 5, 2001
REFERENCES: Management Memo 01-19	SUPERSEDES:

TO: Agency Secretaries
Department Directors
Departmental Budget Officers
Department Accounting Officers
Department of Finance Budget Staff

FROM: DEPARTMENT OF FINANCE

Note: Please forward a copy of this Budget Letter to your department's/agency's Chief Information Technology Officer.

As indicated in Management Memo 01-19 of September 17, 2001, the Department of General Services entered into an Enterprise License Agreement (ELA) with Oracle Corporation for the purchase of database licenses and technical support (i.e., "maintenance"). The ELA extends from May 31, 2001, through May 31, 2007.

In order to allocate the ELA costs appropriately to departments, the Department of Finance's (Finance) Technology Investment Review Unit (TIRU) and Performance Review Unit (PRU) are administering a survey to determine current and planned usage of Oracle database products by all State agencies (excluding higher education agencies, which are not covered by the ELA). A questionnaire and worksheet have been developed to collect the necessary information. Attachment I is the questionnaire, and Attachment II is the worksheet (an Excel spreadsheet). Attachment III is a sample of a completed worksheet. The questionnaire and worksheet may be downloaded from the Finance website: <http://www/dof.ca.gov/budletr/budlets.htm>. If you do not have Internet access, you may obtain the forms as an e-mail attachment or on a diskette from your TIRU analyst.

The questionnaire (and worksheet, if applicable) **must be completed by ALL** departments and agencies (even if you answered "No" to all the questions), and submitted to Finance, PRU, by November 16, 2001. Please note that the questionnaire must be signed by both the Chief Information Officer and the Budget Officer.

If you have any general questions about this Budget Letter, please contact your Finance TIRU analyst. If you have questions about completing the survey, please contact Judy Day, PRU, at (916) 445-1932, extension 3250.

/s/ KATHRYN RADTKEY-GAITHER

KATHRYN RADTKEY-GAITHER
Assistant Director

Attachments

INSTRUCTIONS FOR SURVEY OF ORACLE DATABASE USAGE

1. Please return the completed questionnaire **by November 16th** to:

Department of Finance, Performance Review Unit
Attention: Judy Day
915 L Street, 6th Floor
Sacramento, CA 95814

2. In addition, if you answer "YES" to Question 1d, please complete the maintenance contracts Excel worksheet (Attachment II) and submit it **electronically by November 16th** via e-mail to:

judy.day@dof.ca.gov

3. If you have questions regarding the survey, please contact Judy Day at (916) 445-1932, extension 3250 or via e-mail at judy.day@dof.ca.gov.

STATEWIDE SURVEY: ORACLE DATABASE USAGE QUESTIONNAIRE

Department/Agency: _____ Org. Code: _____

Department/Agency Contact: _____
Name Phone
Position e-mail address

1. Does the department/agency use Oracle database products? Yes ___ No ___

If "YES", please answer the following questions:

- a. How is (are) database(s) licensed, and number of licenses by type? (e.g., named user, power units, mnemonic, concurrent user, etc.)

(type) _____ (#) _____ (type) _____ (#) _____

(type) _____ (#) _____ (type) _____ (#) _____

- b. If you have power unit licenses, how many are for web-enabled applications available to the public?

- c. Do you use Oracle databases through a data center? Yes-Teale ___ Yes-HHSDC ___ No ___

- d. Do you have any current contracts with Oracle to maintain databases? Yes ___ No ___

If "YES", use the Excel worksheet (Attachment II) to provide funding detail and other information requested for each maintenance contract.

2. 2001-02 Fiscal Year Acquisitions: Have you purchased or do you plan to purchase any database licenses in the current year? Yes (amount) \$ _____ No ___

If "YES", please answer the following questions:

- a. Brand you will/did purchase? Oracle ___ Other (specify) _____ Unknown ___

- b. Will the database be used for a web-enabled application available to the public? Yes ___ No ___

If "NO", did you postpone or cancel any plans to purchase database licenses in 2001-02 due to budgetary reductions? Yes ___ No ___

3. Do you plan to purchase any database licenses in the 2002-03 fiscal year? Yes ___ No ___

If "YES", please answer the following questions:

- a. Brand you plan to purchase? Oracle ___ Other (specify) _____ Unknown ___

- b. Estimated purchase cost: \$ _____

- c. Availability of funds: Funds are available in base budget ___ Augmentation will be required ___

If "NO", did you postpone or cancel any plans to purchase database licenses in 2002-03 due to budgetary reductions? Yes ___ No ___

4. Have you purchased any Oracle database licenses or entered into Oracle maintenance contracts since the Enterprise License Agreement was signed, i.e., on or after May 31, 2001? Yes ___ No ___

If "YES", have you made any payments to Oracle? Yes (amount) \$ _____ No ___

Signature: Department/Agency Budget Officer

Date

Signature: Department/Agency Chief Information Officer

Date