



Stanislaus County Employees' Retirement Association

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Purchasing Policy

Stanislaus County purchasing policies and procedures are meant to manage all aspects of the County procurement process. They are located at <http://intranet/departments/GSA/gsa-files/divisions/policies-procedures.pdf>. StanCERA views these policies and procedures as fair and adequate. StanCERA will adopt and will abide by the Stanislaus County purchasing policies and procedures with the following exceptions:

- "StanCERA Executive Director or his/her designee" should be substituted for "purchasing or purchasing department" throughout the policy except for the sale of surplus property section.
- "Board of Retirement" should be substituted for "Board of Supervisors" throughout the policy except for the sale of surplus property section.
- "StanCERA funds" should be substituted for "County funds" throughout the policy.
- StanCERA will coordinate, monitor, and record all phases of StanCERA's procurement of supplies, equipment, materials, and services.
- StanCERA will be responsible for the leasing of any StanCERA property.
- StanCERA will administer and manage all of its own contracts.
- StanCERA will use County purchasing agent to sell any StanCERA surplus personal property.
- StanCERA will consult with County purchasing agent as necessary for any assistance.

References in the policy to the County Board of Supervisors and County affiliations are not applicable to StanCERA procurements.

StanCERA will administer and manage all procurement processes for services related to management and investing of the pension fund. As a separate legal entity, StanCERA reserves the right to modify and/or reject any of the County purchasing policies and procedures as it deems appropriate. Any such modifications and/or rejections will be documented and approved by the Board of Retirement.

Policy Review

The Board shall review this policy at least every three years.

Policy History

Approved 6/28/2011
Amended 04/24/2012
Amended 03/09/2017

Reviewed and amended by the Board of Retirement

Rick Santos, Executive Director

Approval / Adoption Date: 5/23/17