



CITY OF WASHINGTON, ILLINOIS
City Council Agenda Communication

Meeting Date: April 7, 2025

Prepared By: Joanie Baxter, Finance Director *JB*

Agenda Item: Suspension and Disbarment Policy

Explanation: We are planning to provide a draft procurement policy at the April 21, 2025 City Council meeting. Included in the policy will be a Suspension and Disbarment Policy in regard to determining compliance with the requirement that federal funds cannot be awarded to projects in which contractors have been suspended or disbarred.

The Department of Justice has requested that this policy be provided in written form and be approved as soon as possible and thus a Resolution is offered to approve this portion of the policy.

Fiscal Impact: N/A

Action Requested: Approval of the Resolution.

Synopsis: This policy sets forth the suspension and disbarment policy and procedures as required by 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

RESOLUTION NO. _____

**A RESOLUTION ADOPTING A SUSPENSION AND
DISBARMENT POLICY**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON,
TAZEWELL COUNTY, ILLINOIS,** that the attached policy regarding suspension and
disbarment is hereby adopted as required by *2 CFR Part 200 Uniform Administrative
Requirements, Cost Principles, and Audit Requirements for Federal Awards.*

PASSED AND APPROVED this _____ day of April _____, 2025.

Ayes: _____

Nays: _____

Mayor

ATTEST:

City Clerk

City of Washington, Illinois

Suspension and Disbarment Policy

Purpose

2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards* requires compliance with provisions of procurement, suspension, and debarment. The City of Washington is required to ensure that federal fund contracts are not awarded to any parties that are suspended or debarred. The verification will be accomplished by checking the System for Award Management (SAM).

Overview

Suspension and debarment are actions taken by the federal government against organizations or individuals who have committed fraud or a criminal offense in violation of federal law. The federal government prohibits expending federal funds or goods and/or services from any entity suspended or debarred from doing business with the federal government.

Debarred contractors are disallowed from bidding on government-funded projects.

A Suspension is defined as a disqualification from federal procurement transactions for a temporary period, pending debarment proceedings.

A Debarment is defined as an exclusion from federal procurement transactions.

Procedure

The Finance Director will check the selected vendor on the SAM website at <https://www.sam.gov>, and search for the vendor using the Legal Business Name or Unique Entity Identifier (UEI). The Finance Director will verify that the vendor is not listed as suspended or debarred and confirm the absence of any restrictions that would make the vendor ineligible.

The Finance Director will document the Suspension and Debarment verification by printing a copy of the Exclusion results and must include the date of the search and the name of the individual who conducted it (Appendix A). Copies of all documentation are to be filed with the Grant details.

This verification must be completed prior to the contract being awarded by the City Council. In addition, a verification will be made that the contractor is in good standing with the State of Illinois.

Twice a year, the Finance Department will recheck vendor eligibility in SAM.

If a vendor has been identified as being suspended or debarred, the following actions may occur:

- Vendors found to be ineligible after the award is granted, may be subject to contract termination.
- Employees failing to follow verification procedures may face disciplinary action in accordance with organizational policy.
- The contract may go out to bid again.



Appendix A

ILLINOIS CIVIL CONTRACTORS INC

Unique Entity ID	CAGE / NCAGE ****	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Mar 7, 2026	
Physical Address	Mailing Address	
United States	United States	

Business Information

Doing Business as HIGHWAY DIVISION OF PJ HOERR INC	Division Name Illinois Civil Contractors, Inc.	Division Number (blank)
Congressional District Illinois 16	State / Country of Incorporation Illinois / United States	URL www.ilcivil.com

Registration Dates

Activation Date Mar 11, 2025	Submission Date Mar 7, 2025	Initial Registration Date Dec 1, 2015
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Entity Dates

Entity Start Date Jan 1, 2006	Fiscal Year End Close Date Sep 30
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Immediate Owner

CAGE (blank)	Legal Business Name (blank)
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Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
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Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM.gov) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2. C.F.R. 200 Appendix XII. Their responses are displayed in the responsibility/qualification section of SAM.gov. Maintaining an active registration in SAM.gov demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure Corporate Entity (Not Tax Exempt)	Entity Type Business or Organization	Organization Factors (blank)
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