

## **REQUEST FOR STATEMENTS OF QUALIFICATIONS**

Hanover Township Mental Health Board (the “Mental Health Board”) is accepting statements of qualifications from firms specializing in public health and policy research and consulting services for the purpose of conducting a comprehensive community needs assessment within Hanover Township, Cook County, Illinois (the “Project”), aimed at reviewing and evaluating the availability and effectiveness of services and facilities for individuals with mental illness, developmental or intellectual disabilities, or substance use disorders. Findings will be used to assist the Mental Health Board in developing a written plan for a program of community mental health services and facilities for persons in the Township with a mental illness, a developmental disability, or a substance use disorder. Copies of the following documents may be obtained from the Hanover Township website at [www.hanover-township.org](http://www.hanover-township.org), beginning June 10, 2024:

- A list of requirements for statements of qualifications;
- A summary of the Project and definition of the preliminary scope of work;
- A schedule of dates and requirements for the selection process; and

For more information regarding the Project or this Request for Statements of Qualifications, please contact Amanda Teachout, Manager of the Hanover Township Mental Health Board, at (630) 837-0301 or [ateachout@hanover-township.org](mailto:ateachout@hanover-township.org). All inquiries shall be submitted by 4:30 pm on July 1, 2024.

Statements of qualification shall be submitted to the Mental Health Board, and shall only be accepted by the Mental Health Board. Statements of qualification must be submitted to Amanda Teachout, Manager of the Hanover Township Mental Health Board, via email at [ateachout@hanover-township.org](mailto:ateachout@hanover-township.org). All statements of qualifications shall be submitted before 4:30 pm on July 5, 2024. All firms shall include with their statement of qualifications all required information and materials, as set forth in the documents listed above.

The Mental Health Board will evaluate firms based on the information and materials contained in their respective statements of qualifications. The Mental Health Board may conduct interviews with and/or require public presentations by firms deemed to be qualified. The firm selected by the Mental Health Board will be required to execute a professional services agreement with the Mental Health Board. No changes will be allowed in the professional services agreement, unless otherwise agreed upon by the Mental Health Board in writing.

The Mental Health Board reserves the right to accept any statement of qualifications in its entirety or part thereof, or reject any statement of qualifications in its entirety or part thereof, and to waive minor irregularities and nonconformities in any statement of qualification. The Mental Health Board, further, reserves the right to reject any firm if, in the judgment of the Mental Health Board, such firm is not qualified to provide services in connection with the Project.

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