

# **WARREN COUNTY DEPARTMENT OF HUMAN SERVICES**

DIVISION OF ADMINISTRATION • DIVISION OF AGING AND DISABILITY SERVICES  
DIVISION OF TEMPORARY ASSISTANCE AND SOCIAL SERVICES

**Shawn J. Buskirk**  
Director  
County Adjuster

1 Shotwell Drive  
Belvidere, New Jersey 07823



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## **COUNTY OF WARREN NOTICE OF REQUEST FOR PROPOSAL (RFP)**

Separate sealed proposals will be opened by the Director of Human Services of the County of Warren **on March 27, 2026 at 2:00 PM** Eastern Standard prevailing time in the Department of Human Services, Division of Administration, 1 Shotwell Drive, Belvidere, New Jersey for the respective project as follows:

### **TWELVE (12) HOUR INTOXICATED DRIVER RESOURCE CENTER (IDRC), EDUCATION SCREENING AND MONITORING SERVICES FOR THE COUNTY OF WARREN RFP # WC2616FO**

RFPs are available for downloading from [www.warrencountynj.government.gov/government/bids-and-purchases/request-for-proposals](http://www.warrencountynj.government.gov/government/bids-and-purchases/request-for-proposals) or may requested via email on or after (**March 4, 2026**) to the Department of Human Services by email humanservices@co.warren.nj.us during regular business hours. The County of Warren shall not be responsible for full or partial sets of Contract Documents, including addenda, obtained from any other source.

Proposals must be enclosed in a sealed envelope bearing the name and address of the Respondents, and the **RFP number and title** spelled out on the outermost packaging, addressed to the Director of Human Services of the County of Warren.

Proposals shall be delivered either in person, by delivery or mail at the hour designated, **or previous thereto**, to:

Shawn Buskirk, Director  
Department of Human Services  
Division of Administration  
1 Shotwell Drive  
Belvidere, New Jersey, 07823

No proposals shall be accepted after the designated time, and Warren County will not assume responsibility for proposals forwarded by mail or delivery service, nor any other conveyance.

Respondents are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27.

Proposal requests herein are solicited through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

Bidders/Respondents are encouraged to MAIL in bids and responses. If they must be hand delivered, the Department of Human Service, Division of Administration is located at Human Services, 1 Shotwell Drive, Belvidere, NJ 07823