

# CLASSIFIED ADVERTISING

## EMPLOYMENT

**DRIVERS WANTED  
TO DELIVER SENTINEL-  
VOICE CALL 380-8100**

*Community Development*  
**PROGRAM OFFICER**

Nat. non-profit working with neighborhood-based community development corp. seeks experienced real estate dev. project mgr./underwriter for housing & com. dev. projects. Requires BA/BS, min. of 3 yrs. exp. in real estate dev., financial analysis, community lending or neighborhood redevelopment. Strong people skills. competitive salary & excellent benefits. Fax cover letter & resume to: (702) 386-0984, or send to: LISC, 701 E. Bridger, Ste. 101, Las Vegas, NV 89101. EOE / AA  
Published: Las Vegas Sentinel-Voice — May 14, 1998

**ECONOMIC OPPORTUNITY BOARD OF CLARK COUNTY  
DISABILITIES COORDINATOR III**

Qualified applicant must have a Bachelors Degree in Psychology, Social Work, Special Education or a related field with a minimum of two years involvement in children's disabilities services. Position is directly responsible to the Division Administrator, through a Supervisor III or designee for assessing and evaluating the special needs of the Head Start population. Disabilities Coordinators must facilitate special services for children. This position entails screening, testing and evaluation of children, working with outside agencies as well as closely with the teaching staff and parents of special needs children. Employment contingent upon applicant's ability to procure Sheriff's Child Care Card, FBI Fingerprint Check and Clark County Health Card. Position is full time, 40 hours per week, 52 weeks per year. Applicants must be computer literate. Bilingual (English/Spanish) a plus. Starting salary \$22,623 annually L.O.O. Full benefits, including retirement, and cafeteria plan.

Resumes will be accepted until 12:00 Noon, Friday, May 19, 1998, at EOB Human Resources Department, 2228 Comstock Drive, No. Las Vegas, NV 89030-3536.  
*AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER*  
Published Las Vegas Sentinel-Voice — May 14, 1998

**CITY OF NORTH LAS VEGAS  
CORRECTIONS OFFICER  
Salary Range: \$36,652-\$50,522**

The City of NLV is establishing an eligible list for Corrections Officer. Min. requirements include: high school diploma/GED Certificate; min. age 21 AT TIME OF FILING; character above reproach (no criminal convictions/felonies); valid NV driver's license at time of hire with satisfactory driving record; must be able to work any shift/day of week; must meet City/Dept. standards/contingencies as stated in position description and medical standards with City selected agency. Only 1000 numbered employment inquiry forms will be issued beginning 7:00 a.m., May 18, 1998 and will continue through 5:00 p.m., May 29, 1998 or until the 1000 forms have been issued. A \$10.00 (exact cash) testing fee must be paid at time of filing. Single line will form at SOUTH entrance to City Hall Building ONLY. (Faxes/resumes/postmarks NOT accepted).

ALL INTERESTED NON-CLARK APPLICANTS SHOULD CALL (702) 633-1500 TO OBTAIN FILING INFORMATION.

CITY OF NORTH LAS VEGAS  
HUMAN RESOURCES DEPARTMENT  
2200 Civic Center Drive  
North Las Vegas, Nevada 89030  
(702) 633-1500  
Tuesday - Friday; 7 AM - 6 PM

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER  
We hire only those individuals authorized to work in the U.S.  
Published: Las Vegas Sentinel-Voice — May 14, 1998

**Las Vegas Sentinel-Voice Classifieds  
Locate the Qualified People YOU Need!**

**LEGAL  
SECRETARY**

Nevada Power Company is seeking a Legal Secretary. This position will be responsible for providing administrative and legal secretarial support to the Legal department. Other duties include transcribing dictation and maintaining legal files.

Qualifications: High School diploma or G.E.D. General knowledge of legal terminology, Nevada court rules and procedures (including, but not limited to, filing procedures and deadlines of the various levels of Nevada courts) and ability to communicate knowledgeably with court personnel and other litigation attorneys. Must be knowledgeable of various legal documents and have the ability to draft documents with minimal supervision. Must type a minimum of 60 wpm and have knowledge of Word Perfect for Windows 95. Previous litigation experience required with at least three (3) years of law office experience as a legal secretary in direct support of a litigation attorney.

Market Range: \$29,218 to \$40,906

Closing Date: May 20, 1998. Applications may be obtained from and mailed/faxed to: Attn: Vacancy #3098-98 Human Resources Department, MS #7 Nevada Power Company 6226 West Sahara Avenue Las Vegas, NV 89102 Fax: (702) 367-5053 Equal Opportunity Employer - F/M/D/V - Drug Screen Required. Published Las Vegas Sentinel-Voice - 05/14/98

**CITY OF LAS VEGAS**

**INVITATION TO BID  
BID NO. 99JUL02-TG**

**ANNUAL REQUIREMENTS  
CONTRACT FOR  
ORIGINAL EQUIPMENT  
MANUFACTURER PARTS**

SCOPE OF WORK: THE CITY OF LAS VEGAS IS SOLICITING BIDS FROM QUALIFIED BIDDERS TO ESTABLISH AN ANNUAL REQUIREMENTS CONTRACT TO FURNISH AND DELIVER ORIGINAL EQUIPMENT MANUFACTURER PARTS (O.E.M.), F.O.B. DESTINATION, FREIGHT PREPAID, FOR THE PERIOD FROM DATE OF AWARD THROUGH JUNE 30, 1999, WITH FOUR (4) ONE-YEAR OPTIONS TO RENEW.

PRE-BID CONFERENCE: Will be held on May 15, 1998, at 10:00 a.m. in the Purchasing and Contracts Division Conference Room, First Floor, City Hall Complex, 400 East Stewart Avenue. The purpose of this conference is to discuss the specifications and any prospective bidders' concerns and the City of Las Vegas' Minority, Women-Owned and Disabled Veterans' Business Enterprise Policy.

BID OPENING: All bids must be received in the office of the City Clerk, First Floor, City Hall Complex, 400 East Stewart Avenue, Las Vegas, NV 89101-2986, prior to 3:00 p.m., on May 22, 1998. Bids stamped after the designated time, will be returned to the Bidder unopened. Bids will be publicly opened and read aloud, immediately after the established closing time and date, in the Office of the Purchasing and Contracts Division.

Any questions regarding this solicitation should be referred to Anthony Green at (702) 229-6231.

Prospective bidders are hereby notified that this Invitation to Bid and all related bidding documents will be made available on a Telecommunication Device for the Deaf (TDD) or in an alternate format (audio or Braille) upon request to the Purchasing and Contracts Division, Telephone Number (702) 229-6231 or (702) 386-9108 (TDD).

FOR COMPLETE INFORMATION OF FUTURE FORMAL BIDS AND QUOTATIONS, CALL THE BID HOTLINE AT 383-0889 OR VISIT OUR WEB SITE AT [www.c.las-vegas.nv.us/bids.html](http://www.c.las-vegas.nv.us/bids.html). Published: Las Vegas Sentinel-Voice — 05/14/98

**CLARK COUNTY, NEVADA**

**REQUEST FOR PROPOSAL  
RFP NO. 0489-98**

**CLAIMS ADMINISTRATION FOR THE  
CLARK COUNTY SELF-FUNDED  
WORKERS' COMPENSATION  
PROGRAM**

The RFP package is available as follows:

- Pick-up — Clark County Government Center, 500 South Grand Central Parkway, General Services Department, Purchasing and Contracts Division, Fourth Floor, Las Vegas, NV 89106.

- Mail — Call (702) 455-2897.

A Pre-Proposal Conference will be held on May 18, 1998 at 9:00 a.m., at the address specified above in the Gold Conference Room.

Proposals will be accepted at the address specified above, on or before June 1, 1998 at 3:00 p.m.  
Published: Las Vegas Sentinel-Voice May 14, 1998

**CITY OF LAS VEGAS**

**INVITATION TO BID  
BID NO. 99JUL05-TG**

**ANNUAL REQUIREMENTS  
CONTRACT FOR ORIGINAL  
EQUIPMENT MANUFACTURER  
PARTS FOR GROUND  
MAINTENANCE EQUIPMENT**

SCOPE OF WORK: THE CITY OF LAS VEGAS IS SOLICITING BIDS FROM QUALIFIED BIDDERS TO ESTABLISH AN ANNUAL REQUIREMENTS CONTRACT TO FURNISH AND DELIVER ORIGINAL EQUIPMENT MANUFACTURER PARTS (O.E.M.), FOR JOHN DEERE GROUNDS MAINTENANCE EQUIPMENT, F.O.B. DESTINATION, FREIGHT PREPAID, FOR THE PERIOD FROM DATE OF AWARD THROUGH JUNE 30, 1999, WITH FOUR (4) ONE-YEAR OPTIONS TO RENEW.

PRE-BID CONFERENCE: Will be held on May 22, 1998, at 9:00 a.m. in the Purchasing and Contracts Division Conference Room, First Floor, City Hall Complex, 400 East Stewart Avenue. The purpose of this conference is to discuss the specifications and any prospective bidders' concerns and the City of Las Vegas' Minority, Women-Owned and Disabled Veterans' Business Enterprise Policy.

BID OPENING: All bids must be received in the office of the City Clerk, First Floor, City Hall Complex, 400 East Stewart Avenue, Las Vegas, NV 89101-2986, prior to 3:00 p.m., on May 28, 1998. Bids stamped after the designated time, will be returned to the Bidder unopened. Bids will be publicly opened and read aloud, immediately after the established closing time and date, in the Office of the Purchasing and Contracts Division.

Any questions regarding this solicitation should be referred to Anthony Green at (702) 229-6231.

Prospective bidders are hereby notified that this Invitation to Bid and all related bidding documents will be made available on a Telecommunication Device for the Deaf (TDD) or in an alternate format (audio or Braille) upon request to the Purchasing and Contracts Division, Telephone Number (702) 229-6231 or (702) 386-9108 (TDD).

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**TO ADVERTISE  
CALL TODAY  
380-8100**

**CLARK COUNTY, NEVADA**

**INVITATION TO BID  
BID NO. 4189-98**

**ANNUAL REQUIREMENTS  
CONTRACT FOR EQUIPMENT AND  
SERVICES FOR PORTABLE  
WIRELESS DIGITAL PRIVATE AND  
GROUP TWO-WAY VOICE RADIO  
INTEGRATED WITH TELEPHONE**

The bid package is available as follows:

- Fax on Demand — Call (702) 455-5428 and request Document No. 4189.

- Pick up — Clark County Government Center, 500 South Grand Central Parkway, General Services Department, Purchasing and Contracts Division, Fourth Floor, Las Vegas, Nevada.

- Mail — Call (702) 455-2897.

A Prebid Conference will be held on May 20, 1998 at 9:00 a.m. at Clark County Government Center, 500 South Grand Central Parkway, General Services Department, Purchasing and Contracts Division, Fourth Floor, Las Vegas, Nevada.

Bids will be accepted at the Clark County Government Center, 500 South Grand Central Parkway, General Services Department, Purchasing and Contracts Division, Fourth Floor, Las Vegas, Nevada, on or before June 4, 1998, at 3:00 p.m.  
Published: Las Vegas Sentinel-Voice May 14, 1998

**TO ADVERTISE CALL  
380-8100 TODAY**

**CITY OF LAS VEGAS**

**INVITATION TO BID  
BID NO. 99JUL06-LED**

**ANNUAL REQUIREMENTS  
CONTRACT FOR  
ASPHALTIC CONCRETE**

SCOPE OF WORK: THE CITY OF LAS VEGAS IS SOLICITING BIDS FOR AN ANNUAL REQUIREMENTS CONTRACT FOR ASPHALTIC CONCRETE TO BE DELIVERED, F.O.B. DESTINATION, TO VARIOUS LOCATIONS WITHIN THE CITY OF LAS VEGAS, NEVADA, FOR THE PERIOD JULY 1, 1998 THROUGH JUNE 30, 1999, WITH FOUR (4) ONE-YEAR OPTIONS TO RENEW.

PRE-BID CONFERENCE: Will be held on May 21, 1998, at 10:00 a.m. in the Purchasing and Contracts Division Conference Room, First Floor, City Hall Complex, 400 East Stewart Avenue. The purpose of this conference is to discuss the specifications and any prospective bidders' concerns and the City of Las Vegas' Minority, Women-Owned and Disabled Veterans' Business Enterprise Policy.

BID OPENING: All bids must be received in the office of the City Clerk, First Floor, City Hall Complex, 400 East Stewart Avenue, Las Vegas, NV 89101-2986, prior to 3:00 p.m., on June 4, 1998. Bids stamped after the designated time will be returned to the Bidder unopened. Bids will be publicly opened and read aloud, immediately after the established closing time and date, in the Office of the Purchasing and Contracts Division.

Any questions regarding this solicitation should be referred to Lloyd E. Davis at (702) 229-6231.

Prospective bidders are hereby notified that this Invitation to Bid and all related bidding documents will be made available on a Telecommunication Device for the Deaf (TDD) or in an alternate format (audio or Braille) upon request to the Purchasing and Contracts Division, Telephone Number (702) 229-6231 or (702) 386-9108 (TDD).

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**CLARK COUNTY, NEVADA**

**REQUEST FOR PROFESSIONAL  
SERVICE PROVIDERS**

Clark County requests Statements of Qualifications (SOQ) from firms to provide various projects started during the period of November 1, 1998 to April 30, 2000. Firms responding should: (1) have an office located in Clark County, Nevada; and (2) be prepared to perform the majority of any work offered in Clark County, Nevada.

From May 11, 1998 to June 19, 1998 an informational package is available from the Clark County Public Works Capital Improvement Project (CIP) Coordinator at 500 South Grand Central Parkway, 2nd Floor, Las Vegas, Nevada 89155. This package describes the types of services and works requested, qualifications desired for each service and work, the combination of services required for each type of work and the application requirements and forms. Interested firms must pick up these packages in person or arrange for the sending of the package at the firm's expense. IBM-compatible microcomputer disks containing all the required forms are also available in a variety of software formats. Please contact the CIP Coordinator at (702) 455-8008 for further information on how to obtain microcomputer disks.

Selection is based upon evaluation of the following factors: (1) The firm's qualifications and experiences to provide the desired services; (2) Experience and qualifications of the firm's employees to perform the desired service; (3) The firm's equipment resources; and (4) Past history of providing similar services in the last five years.

All submittals are evaluated and ranked for each type of service proposed and for the several types of services needed to complete a specific kind of project. The final rankings are presented to the Board of County Commissioners for approval.

It is mandatory for interested firms to obtain the informational package and submit materials according to the instructions and on the forms provided in the informational package. Only properly completed SOQs will be considered.

Interested firms must complete and submit five copies of their SOQ. Each copy of the submittal must be in its own three-ring binder. Submittals will be accepted only from 8:00 a.m. to 6:00 p.m. on June 19, 1998. Submittals sent by the U.S. Postal Service or hand delivered should be sent to the CIP Coordinator, Public Works Department, Clark County Government Center, 500 South Grand Central Parkway, 2nd Floor, P.O. Box 554000, Las Vegas, Nevada 89155-4000. Submittals by non-United States Postal Service carriers (such as UPS and Federal Express) should be sent to the CIP Coordinator, Public Works Department, Clark County Government Center, 500 South Grand Central Parkway, 2nd Floor, Las Vegas, Nevada 89106. SOQs received before or after the specified date and time will not be considered.

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**CLARK COUNTY, NEVADA**

**REQUEST FOR PROPOSAL  
RFP NO. 0492-98**

**CLAIMS ADMINISTRATION SERVICES  
FOR THE SELF-FUNDED HEALTH  
BENEFITS PROGRAM**

The RFP package is available as follows:

- Pick-up — Clark County Government Center, 500 South Grand Central Parkway, General Services Department, Purchasing and Contracts Division, Fourth Floor, Las Vegas, NV 89106.

- Mail — Call (702) 455-2897.

A Pre-Proposal Conference will be held on May 18, 1998 at 10:00 a.m., at the same address specified above in the Gold Conference Room.

Proposals will be accepted at the address specified above, on or before June 1, 1998 at 3:00 p.m.  
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