



**Invitation to Bid  
ITB-2016-03  
Arts/Crafts Instructor for  
Seniors**



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The City of Sweetwater is seeking qualified applicants to submit proposals to provide arts and crafts instruction for Senior citizens at the Mildred and Claude Pepper Senior Center in the City of Sweetwater. The City desires applicants that can demonstrate substantial experience in arts instruction, along with the ability to provide structured art instruction while at the same time be flexible enough to tailor to Senior clients' tastes and needs. Instructor shall be bilingual (English/Spanish). The classes would be held at the City of Sweetwater Mildred & Claude Pepper Senior Center, 10600 SW 4 Street, Sweetwater, FL 33174. ITB packages may be requested only via email to: [rherrada@cityofsweetwater.fl.gov](mailto:rherrada@cityofsweetwater.fl.gov). Bids along with all other requirements indicated in the ITB package shall be submitted by 2:00 PM on February 26th, 2016 to the City of Sweetwater City Hall Clerk's Office located at 500 SW 109 Avenue, 2nd Floor, Sweetwater, FL 33174. Late submissions shall be automatically disqualified. The City reserves the right to reject any or all bids, to waive any informalities or irregularities in any bids received, or to re-advertise for bids. Questions shall be directed to Robert Herrada, Senior Center Director, in writing only via email at: [rherrada@cityofsweetwater.fl.gov](mailto:rherrada@cityofsweetwater.fl.gov).

For a complete ITB package,  
please contact the Clerk's Office at:

500 SW 109th Avenue

Second Floor

Sweetwater, FL 33174