



**DOUGLAS A. DUCEY**  
GOVERNOR

**ALBERTO GUTIER**  
DIRECTOR  
GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE

Chief Craig Higgins  
San Luis Police Department  
P.O. Box 3720  
San Luis, AZ 85349

**PROJECT REFERENCE:**

Contract Number: 2017-PT-052  
Total Estimated Costs: \$10,000.00  
Purpose of Project: STEP Enforcement

Dear Chief Higgins:

Enclosed are two (2) copies of the referenced Highway Safety Contract for your review and signature. This is not an authorization to proceed with the project.

Please complete the following steps:

1. Please review the entire contract as there have been significant changes throughout the contract;
2. Have your fiscal staff complete the Reimbursement Instructions (page 22) of both copies;
3. As Project Director, sign and date the signature page of both copies;
4. Obtain the signature of Tadeo A. De La Hoya, Interim City Manager, City of San Luis, as the Authorized Official of Governmental Unit, on the signature page of both copies;
5. Return all signed copies of the contract to Governor's Office of Highway Safety, 1700 W. Washington St., Suite 430, Phoenix, Arizona 85007

Please do not incur any costs at this time as it would nullify the contract. Once the signed copies are received, I will approve and sign the contract as the GOHS Director/Governor's Highway Safety Representative and an original executed contract with a letter of authorization to proceed will be forwarded to you.

Sincerely,

Alberto Gutier, Director  
Governor's Highway Safety Representative

9-26-16.

Date

Enclosures  
AG: RM