

March 13, 2019

Ms. Sarah Reynolds  
Administrative Coordinator  
Town of Canandaigua  
5440 Route 5 & 20 West  
Canandaigua, NY 14424

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TOWN OF CANANDAIGUA  
TOWN MANAGER

**RE: Disposition of *FY 2019-2020 Unified Planning Work Program Proposals***

Thank you for responding to the Genesee Transportation Council (GTC) *Fiscal Year 2019-2020 Unified Planning Work Program (FY 2019-2020 UPWP)* Call for Projects this past autumn. The GTC UPWP Development Committee and Planning Committee evaluated all proposals for responsiveness to the parameters and priorities identified in the Call for Projects. Based on their recommendations, the GTC Board adopted the new UPWP on March 7, 2019.

Congratulations! I am pleased to inform you that your proposal, Middle Cheshire Road & Health Care Services Corridor Active Transportation Plan, is included in the *FY 2019-2020 UPWP* and has been awarded \$55,000 of federal metropolitan transportation planning funds.

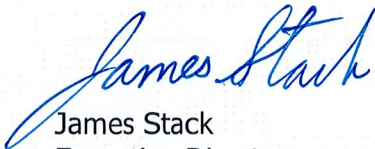
For proposals funded through the *FY 2019-2020 UPWP* GTC is expecting to hold the contract with the preferred consultant on behalf of the Town of Canandaigua. We will work with the Town to select the preferred consultant and for the Town to provide the cash match and/or document the in-kind match committed in your application. At the appropriate time, your GTC project liaison will provide you with guidelines that further explain the contracting processes.

In accordance with the GTC *Public Participation Plan*, projects classified as Planning/Policy require a public input component as part of an approved Scope of Work. The public input component must be consistent with the relevant portions of the GTC *Public Participation Plan*.

Your GTC project liaison will be contacting you via e-mail the week of March 18, 2019 to provide you with guidelines for advancing your proposal and to discuss the project development process. The initial step is for your GTC project liaison to work with you to develop a Scope of Work for Planning Committee approval. The earliest possible meeting that the Planning Committee will consider Scopes of Work will be held on April 11, 2019 at 10 a.m. at Rochester City Council Chambers. Scopes of Work will also be considered at future meetings.

You can access the *FY 2019-2020 UPWP* at <https://www.gtcmpo.org/UPWP>. If you have any questions or comments, please contact me at (585) 232-6240 or [jstack@gtcmpo.org](mailto:jstack@gtcmpo.org).

Sincerely,



James Stack  
Executive Director

cc: Thomas Harvey, Director – Ontario County Planning Department