



IMBA EUROPE  
TRAIL BUILDING SCHOOL

Hans Stoops  
Cykelframjandet  
hans.stoops@cykelframjandet.se  
January 15th, 2020

Dear Hans,

It is with pleasure that I present to you the attached proposal for IMBA Europe's Trail Building Schools program to conduct a comprehensive 2 x Mountain Bicycle Trail Design and Construction training course in Sweden over the course of 7 days, in June 2020.

If the terms are deemed acceptable, please sign, scan, and return a copy of the Agreement.

Please do not hesitate to contact me if I can be of additional assistance.

For the trails,

Mark McClure, Project Manager  
International Mountain Bicycling Association  
mark.mcclure@trailtools.eu

January 15th, 2020  
IMBA Europe - Trail Building School - Proposal



## IMBA EUROPE TRAIL BUILDING SCHOOL

### Project Approach

#### **TASK 1.1 – PROJECT START UP**

Start project and Mobilize to site.

#### **TASK 2.1 – TRAINING SITE PREPARATION ( 2 x 1 = 2 Days)**

Survey training sites and organize logistics. Prepare customized training materials.

#### **TASK 3.1 – PRESENTATION: CONCEPTS OF SUSTAINABLE TRAIL CONSTRUCTION AND MAINTENANCE 2 x 0.,5 = 1 Day)**

This indoor classroom course outlines the fundamental concepts and techniques behind sustainable mountain bicycle focused trail construction and maintenance, rock armoring and water management.



January 15th, 2020

IMBA Europe - Trail Building School - Proposal

## IMBA EUROPE TRAIL BUILDING SCHOOL

### TASK 3.2 – PRACTICAL TRAIL MAINTENANCE AND CONSTRUCTION TRAINING (1.5 x 2 = 3 Days)

IMBA Trail Solutions will perform the equivalent of one and a half (1.5) days of practical training outdoors in the field, which will focus on the following concepts:

- Characteristics of sustainable trails
- Designing sustainable trails
- Trail building, focusing on rolling contour singletrack
- Rock armoring techniques
- Water crossings
- Trail maintenance planning
- Trail maintenance techniques
- Tool and field safety
- Rerouting unsustainable trails



January 15th, 2020

IMBA Europe - Trail Building School - Proposal

## IMBA EUROPE TRAIL BUILDING SCHOOL

### Fee

IMBA EUROPE TBS		
	September 11th, 2018	Total
<b>TASK 1 - PROJECT INITIATION</b>		
1.1	Project Start-up	
<b>TASK 2 - SET UP</b>		
2.1	Training Site Preparation	
<b>TASK 3 - TBS</b>		
3.1	Indoor Classroom Presentation	
3.2	Practical Trail Maintenance and Construction Session	
<b>GRAND TOTAL</b>		<b>€6700.00</b>
All prices quoted in Euros (EUR)		



January 15th, 2020  
IMBA Europe - Trail Building School - Proposal



## IMBA EUROPE TRAIL BUILDING SCHOOL

### Agreement

This document sets forth the agreement for retention of **IMBA EUROPE** (herein referred to as “TS”) to provide services to. (herein referred to as “Client”) in connection with the above-noted project. The basis of IMBA Europe’s retention is described above and in the attached *Conditions* document.

Approved for

By: \_\_\_\_\_

Name & Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved for **IMBA EUROPE**

By: \_\_\_\_\_

Name & Title: Mark Torsius, Director IMBA Europe.

Date: January 15th, 2020.

January 15th, 2020

IMBA Europe - Trail Building School - Proposal



## IMBA EUROPE TRAIL BUILDING SCHOOL

### CONDITIONS

The following conditions will apply to the work performed by IMBA EUROPE:

1. Instructor to student ratio maximum 1:15.
2. Client will provide assistance to TS as needed during the project to ensure sufficient transfer of knowledge to aid the efficient execution of the project scope.
3. TS will not be responsible for project delays or failures caused by any factors out of their control, including, but not limited to: weather; ground conditions; legal access; etc.
4. TS reserves the right to refuse to perform, promote, or execute any designs or proposals that are not, in TS' opinion, sustainable, environmentally or socially sound, and/or in the best interest of affected parties.
5. Client is responsible for stakeholder coordination, including arranging meetings and providing contact information for stakeholder groups.
6. In order to be most efficient TS reserves the right to move hours between tasks without the expressed permission of Client.
7. Proposed dates and durations are approximate. Specific start and finish dates will be determined by: weather conditions; site access conditions; vegetation; availability of Client's personnel, other stakeholders, and of TS staff; and other factors. TS will not be responsible for project delays or failures caused by any factors out of their control, including, but not limited to: weather; ground conditions; and/or legal access.
8. TS reserves the right to utilize the resulting work in promotional and/or marketing materials.
9. Engineering, landscape architecture, and architecture design work to be done by others.
10. Client will obtain all necessary permits/permissions.
11. Vehicle access will be granted to locked areas, via a unique lock or TS copy of required key(s).

January 15th, 2020

IMBA Europe - Trail Building School - Proposal



INTERNATIONAL MOUNTAIN BICYCLING ASSOCIATION

EUROPE

## IMBA EUROPE TRAIL BUILDING SCHOOL

12. Client must have an active agreement with the Land Owner related to the project and project area.
13. Client must provide written documentation from Land Owner acknowledging the project and that explicitly gives permission to TS to proceed with any field work. An equivalent email from Land Owner-domain is an acceptable substitute.
14. All property boundaries for the subject site shall be clearly identifiable and obvious. In the event that there are any questions regarding the location of property boundaries, the Client shall provide immediate assistance in determining their location. TS shall bear no responsibility or costs for efforts that cannot be accurately completed because of lack of accurate boundary information.
15. GIS information will be provided in ESRI shape-file format or as a.KMZ file. Requested info includes, but is not limited to: topographic data, trail/road/travelways, property boundaries, special area designations (habitat, heritage, etc), water courses, floodplains, wetlands.
16. No field flagging or trail corridor alignments will be produced with this effort.
17. In at-risk locations, Client shall make provisions to safe guard TS and subcontractor equipment, via locked enclosure, security patrol, or other means approved by TS.
18. This proposal assumes that the machinery will be left on the site when not in use. Productivity will decrease and costs will increase if daily mobilization off the site is required.
19. Client understands and accepts that mobilizing equipment through the property in order to reach the project site will be necessary, and that such mobilization may impact the property.
20. Client understands that motorcycles and ATVs are typical tools used in trail work will likely be in use during the course of the project.
21. Client shall provide any necessary sediment barriers or erosion control devices.

January 15th, 2020

IMBA Europe - Trail Building School - Proposal



INTERNATIONAL MOUNTAIN BICYCLING ASSOCIATION

EUROPE

## IMBA EUROPE TRAIL BUILDING SCHOOL

22. All materials for construction (soil, timbers, and rock) will be harvested from the site or provided by Client. The cost to deliver any necessary materials to the site is not included.
23. Client is responsible for any corridor clearing/brush removal necessary for field work.
24. Client will provide a liaison, familiar with the trail building skills of the local builders, who can assist the TS in locating the site and determining if the recommended build is feasible given the ability of the local volunteer trail crew.
25. Client will ensure that all attendees are outfitted in appropriate personal protective equipment (PPE). This likely includes full-fingered work gloves, long pants, boots, and safety glasses, and may include hardhats.
26. TS is not responsible for providing food and water to attendees/volunteers.
27. Client will provide hand tools for all attendees. This will include the following:
  - 1 McLeod (or similar) per attendee
  - 1 Pulaski/pick mattock (or similar) per attendee
  - 1 roundpoint shovel per 2 attendees
  - 1 squareface shovel per 2 attendees
  - 1 wheelbarrow per 4 attendees
  - 1 set of loppers per 4 attendees
  - 1 rockbar per 4 attendees
28. Payment is to be made in Euros (EUR).
29. A deposit in the amount of 50% of the fee shall be made no later than 1 month before the TBS.
30. To reduce costs all materials will be provided in electronic format only.
31. Payment for services shall be rendered within 30 days of invoicing.
32. This proposal is valid for 20 days from the date of issue. After that time, TS reserves the right to revise or rescind the offer for its services.

January 15th, 2020

IMBA Europe - Trail Building School - Proposal