

# Techniques of Negotiating Federal Real Property Leases

**Course Number:** 1081

**Length:** 5 Days

**Primary Delivery Method:** Instructor-led live classroom

**Alternative Delivery Methods:**

## Course Description

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Gain the skills and tactics to negotiate federal real property lease contracts successfully and lawfully to save your agency or organization time, money, and resources. You will learn to make a deal that benefits your organization through experiential exercises where you practice your new negotiation skills and receive observer feedback. This course is a higher-level leasing warrant requirement.

## Intended Audience

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This course is designed for federal leasing specialists who have a fundamental understanding of real property leasing and lease proposal cost and price analysis, and are called upon to negotiate real property leases.

## Client-Provided Facility Requirements

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- White board with markers and eraser
- Break-out rooms Days 1-5

## Course Learning Objectives

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- Identify key responsibilities and factors affecting negotiation success
- Explain successful strategies for conducting exchanges with lessors prior to negotiations
- Prepare an effective negotiation plan
- Conduct negotiations in noncompetitive situations
- Explain different forms of nonverbal communications and their potential impact on negotiations
- Apply recommended bargaining techniques as part of a successful negotiation strategy
- Successfully execute applicable bargaining tactics in negotiation situations
- Appropriately conduct competitive negotiations with offerors in the competitive range
- Discuss strategies and processes that may be needed as part of postaward negotiation and administration

## Course Additional Features

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- Producer Support
- Technical Support Team
- Dedicated In-House Accessibility/Section 508 Compliance
- Student Resource Guides

All details about the Additional Features are available on this page. [Click here to Explore](#)

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## Course Schedule

DAY ONE	
MORNING	Lesson 1: Introduction to Negotiations
	Lesson 2: Exchanges Prior to Negotiations
LUNCH	
AFTERNOON	Lesson 2: Exchanges Prior to Negotiations, continued
	Lesson 3: Negotiation Preparation
HOMEWORK	Review Lessons 1 to 3; read Lessons 4 and 5; review <i>Succeeding Lease</i> case

DAY TWO	
MORNING	Lesson 4: Noncompetitive Negotiations
LUNCH	
AFTERNOON	Lesson 4: Noncompetitive Negotiations, continued
	Lesson 5: Nonverbal Communication
HOMEWORK	Read Lesson 6; review <i>Additional Space</i> case

DAY THREE	
MORNING	Lesson 6: Bargaining Techniques
LUNCH	
AFTERNOON	Lesson 6: Bargaining Techniques, continued
HOMEWORK	Read Lesson 7; review <i>Team Negotiation</i> case

## DAY FOUR

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MORNING	Lesson 7: Bargaining Tactics
LUNCH	
AFTERNOON	Lesson 7: Bargaining Tactics, continued
HOMEWORK	Read Lessons 8 and 9; review <i>Competitive Range case</i> ; prepare for final exam

DAY FIVE	
MORNING	Lesson 8: Conducting Negotiations
	Lesson 9: Postaward Negotiation and Administration
LUNCH	
AFTERNOON	Course Wrap-Up
	Course Evaluation and Exam

## Learning Methods

Lecture, discussion, exercises, mock negotiations, and independent readings

## Credits

### National Association of State Boards of Accountancy (NASBA)

- Field of Study: Finance
- Level: Intermediate
- CPEs: 40

### Professional Development Units (PDUs)

- Credits: 35

### Continuous Learning Points (CLPs)

- Credits: 40

## Prerequisites

# Techniques of Negotiating Federal Real Property Leases

## Suggested

- [Cost and Price Analysis of Lease Proposals](#)
- [Federal Real Property Leasing Refresher](#)

## Pework

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There is no prework required for this course.

## Requirements for Successful Completion

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Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

The final exam must be completed with a grade of 80% or higher.

## Follow-On Resources

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- [Other Transaction Authority \(OTA\)](#)
- [Federal Real Property Leasing Refresher](#)

# Techniques of Negotiating Federal Real Property Leases

Ready to Enroll?



See the most recent course information and scheduled classes at this link:  
<https://www.managementconcepts.com/course/id/1081>



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