

## FAA Basic Real Estate Course (BRE)

### COURSE NUMBER    FAA01320

For information about this course, contact:  
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### DESCRIPTION AND LEARNING STRATEGY

The *FAA Basic Real Estate Course* is a comprehensive program covering the real estate acquisition lifecycle and processes. The course is designed to provide knowledge and skills to enhance your effectiveness as FAA representatives when acquiring real property. Methodologies for this course include lecture, facilitated discussions, small group activities, and skill demonstration in case studies.

### OBJECTIVES

Using and in accordance with reference documents and course materials, participants will:

- Identify **Authorities** that govern real estate acquisition.
- Use the **Acquisition Management System** information contained in the FAA Acquisition System Toolset.
- Follow procedures **on-airport MOA/leasing**.
- Use a **legal description** of land or a land survey to determine acceptability for FAA contracting purposes.
- Identify types and sources of **title** evidence which are acceptable for FAA actions.
- Define terminology used in **appraisals**, and factors considered in whether to obtain an appraisal.
- Follow procedures for **off-airport land** acquisition.
- Identify procedures for **land condemnation**.
- Identify procedures for **disposal** of excess FAA real estate.
- Follow standards and special considerations and the procedures for leasing FAA **administrative and technical space**.
- Identify procedures for **utilities** contracting.
- Identify procedures for **outgrants**.
- Identify procedures for leasing **housing** for FAA employees.

### KEY REAL ESTATE COMPETENCIES

- |                                   |                         |
|-----------------------------------|-------------------------|
| • Federal/State/Local Authorities | • Requirements          |
| • Agency Requirements             | • Appraisal             |
| • Documentation                   | • Surveying             |
| • Purchase/lease of Real Property | • Property Usage        |
| • Space Lease                     | • Condemnation          |
| • Disposal Obligation             | • Utilities Contracting |

### CLASS SIZE

22 participants

**LENGTH**    7.5 days  
(Tuesday, 8:00 a.m. –  
Thursday, 12:00 p.m.)  
60 hours

### LOCATION

FAA Center for  
Management and  
Executive Leadership  
Palm Coast, Florida

### UPCOMING DELIVERIES

See [eLMS](#) schedule.

### WHO SHOULD ATTEND

Intermediate level and  
advanced entry level  
RECOs or for senior level  
refresher training

**Required** for all levels of  
Real Estate Contracting  
Officers

**Recommended** for all  
DOT modes and FAA  
contractors involved in  
Federal real estate  
acquisition

### ENROLLMENT

To enroll, contact  
Susan Freericks, ALO-200,  
(202) 267-8374  
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### PREREQUISITE

None

### PRECOURSE

None

### RELATED COURSES

FAA Advanced Real Estate  
Course (FAA01200003)  
FAA Legal/Real Estate  
Course (FAA01200005)  
FAA Space Lease Project  
Development Course  
(FAA01200027)