|  |
| --- |
| **Introduction and Training Overview*** Welcome
* Training Overview
* What is the Office of Real Property Disposal and What Do We Do?
* The Current Political Landscape Regarding Real Property: Explain Current Governmental Initiatives (Presidential, Congressional, and Federal Agency Level)
 |
| **Module 1: An Overview of Federal Real Property*** Real Property Definitions
* Relevant Laws, Executive Orders, and Disposal Authorities (e.g., 1949 Act, FMR)
* Understanding the Real Property Process and its Terminology
	+ How is Real Property Managed?
	+ Roles and Responsibilities in the Real Property Disposal Process (e.g., Landholding Agency, Disposal Agency, Sponsoring Agency)
 |
| **Module 2: Reporting Real Property Excess*** An Overview of Reporting Property Excess
* Completing the Standard Form 118
* The Excess Real Property Checklist (Due Diligence Package)
* The Report of Excess Portal: Compiling the Standard Form 118 and the Excess Real Property Checklist
 |
| **Module 3: The Federal Real Property Disposal Process*** The Property Act in Detail: Reporting Property Excess to GSA
	+ Federal Screening and Federal Transfers
	+ McKinney-Vento Homeless Assistance Act
	+ Stakeholder Outreach
	+ Appraisal and Determining Highest and Best Use
	+ Surplus Determination, PBC Screening, and the Sponsoring Agency Role
	+ Negotiated Sales
	+ Public Sales and Auctions
	+ Overview of the Closing Process
* Review Agency Responsibilities After a Property Has Left Federal Hands
 |
| **Module 4: Additional Utilization Tools to Leverage Repositioning*** GSA Relocation Program
* Real Property Exchanges
* Abandonment, Destruction or Donation to Public Bodies
 |
| **Module 5: Real Property Asset Management Strategies** * Introduction to Portfolio Management
* Case Study: PBS’s Portfolio Reinvestment and Asset Repositioning Strategy
* Introduction to Targeted Asset Reviews, Utilization Studies, and Marketability Studies
* Case Study: Target Asset Reviews
 |
| **Module 6: Appraisals*** Appraisal Terminology
* The Valuation Process
* Highest and Best Use
* Valuation Analysis
 |

|  |
| --- |
| **Module 7: Federal Real Property Profile*** Federal Real Property Profile Background
* Federal Real Property Profile Data
* Federal Real Property Data Compiled
* Freeze the Footprint
 |
| **Module 8A: Introduction to Environmental Laws Affecting Property Disposal*** Introduction to Environmental Statutes Affecting Federal Real Property
* The Basics of the Cleanup Process: Cleanup Frameworks (CERCLA and RCRA) and Screening Levels
 |
| **Module 8B: National Environmental Policy Act (NEPA)** * NEPA Overview
* LHA Responsibilities
* GSA's Approach to NEPA compliance for Property Disposal
 |
| **Module 8C: Developing a Strategy for Historic Properties*** National Historic Preservation Act (NHPA) Overview
* NHPA: Acceptance and Disposal Considerations
* NHPA Nuances
 |
| **Module 8D: Endangered Species Act*** Endangered Species Act: Acceptance and Disposal Considerations
 |
| **Module 8E: Coastal Zone Management Act, Floodplains and Wetlands*** Coastal Zone Management Act: Acceptance and Disposal Considerations
* Floodplains and Executive Order 11988
* Floodplains: Acceptance and Disposal Considerations
* Wetlands and Executive Order 11990
* Wetlands: Acceptance and Disposal Considerations
 |
| **Module 8F: CERCLA*** CERCLA Overview
* CERCLA: Acceptance and Disposal Considerations
* Meeting Section 120(h) Requirements
 |
| **Module 8G: RCRA, USTs, Pesticides, and PCBs*** RCRA: Acceptance and Disposal Considerations
* Underground Storage Tanks: Acceptance and Disposal Considerations
* Pesticides: Acceptance and Disposal Considerations
* PCB-Containing Equipment: Acceptance and Disposal Considerations
 |
| **Module 8H: Asbestos and Lead-Based Paint*** Asbestos: Acceptance and Disposal Considerations
* Lead-Based Paint: Acceptance and Disposal Considerations
* How to Address Lead-Based Paint within the CERCLA Framework
 |
| **Module 8I: Radon and Mold*** Radon and the Toxic Substances Control Act
* Radon: Acceptance and Disposal Considerations
* Mold: Acceptance and Disposal Considerations
 |

**Module 9: Training Summary and Wrap Up**

* Additional Q &A
* GSA Contacts, Feedback, and Evaluation