



## CHAPTER 16:

# National Broker Contract Leases

PBS uses broker contractors to provide additional leasing capacity and supplement the work of the Leasing Specialist and Lease Contracting Officer. The national broker contracts (NBCs) are the sole contracts to be used by PBS for the lease acquisition services contained in the contracts.

Two generations of these contracts are now functioning. One, typically referred to as the "NBC," was effective April 1, 2005 and expired September 30, 2010. The other, commonly referred to as "NBC2," became effective October 1, 2010. There are four separate contractor awards under NBC2: CB Richard Ellis, Global Corporate Services; Jones Lang LaSalle Americas, Incorporated; Studley, Incorporated; and UGL Equis Corporation. Since the contractors are required to be compensated solely by the lessor paying a negotiated commission, some lease acquisitions are not suitable for the NBC. Examples include TSA leases and decennial census leases.

If a need arises for a real estate acquisition services contract of this nature that requires a national solution, the GSA PBS Commissioner and the GSA Assistant Commissioner for the Office of Real Estate Acquisition must be contacted for approval. These contracts, if any, would be initiated by the Office of Real Estate Acquisition, Center for National Real Estate Program Support, and forwarded to the Center for Real Estate Brokerage Services. The Center for Real Estate Brokerage Services solicits and administers the resulting contract. No regional or zonal contracts are permitted for lease acquisition services.

The Office of Real Estate Acquisition InSite page includes copies of the contracts and extensive guidance on use of the contracts, including the NBC Administration Guide, training materials, frequently asked questions, and best practices. Please refer to that web site for detailed information on the use of the NBC contracts:

[http://pbsportal.pbs.gsa.gov:7777/portal/page?\\_pageid=80,111037&\\_dad=portal&\\_schema=PORTAL](http://pbsportal.pbs.gsa.gov:7777/portal/page?_pageid=80,111037&_dad=portal&_schema=PORTAL)