



U.S. Department  
of Transportation  
**Federal Transit  
Administration**

REGION X  
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## **REGION 10 BULLETIN NO: 2011-60**

Subject: NTI Procurement Series - III – RFPs and Competitive Contract Negotiations

Program Area: Training

Date: December 14, 2011

The National Transit Institute (NTI) will be sponsoring a FREE course (\$500 for consultants and contractors) titled **“Procurement Series - III – Request for Proposals (RFPs) and Competitive Contract Negotiations”** in the following cities:

Indianapolis, IN	Feb 21-24, 2012
Tucson, AZ	March 6-9, 2012
Ames, IA	June 5-8, 2012

The third course in a four-part series\*, this three and a half-day course will provide participants with a negotiation skill set. The participants will gain a greater understanding of negotiation, how to build negotiating skill sets and practice their application, when to negotiate and how negotiations are impacted by what is being procured. Competitive contract negotiations, non-competitive contract negotiations, moving beyond deadlock, and proposal evaluation are covered at length and augmented by best practices and exercises. The Best Practices Procurement Manual and Circular 4220.1F are referenced throughout the course. This course is conducted utilizing exercises, role-playing, case studies, and other interactive training activities. Opportunities will be available to practice negotiating skills and techniques. A small calculator would be helpful for the class exercises.

**\*It is highly recommended that the four procurement courses be taken in the following order: Orientation to Transit Procurement, Risk Assessment and Basic Cost and Price Analysis, RFP's and Competitive Contract Negotiations, and Contract Administration.**

Topics include, but are not limited to:

- Acquisition Planning and Strategy
- Competitive Proposal Negotiations
- Non-Competitive and Emergency Contract Negotiations
- Negotiating Architectural/Engineering Service Contracts
- Other Negotiated Procurement Methods

Negotiation Skills  
Concessions

If you are interested in attending, please follow this link  
<http://www.ntionline.com/courses/courseinfo.php?id=16> to see detail course description and register on line.

For further information, please contact FTA Region 10's Ken Feldman at 206-220-7521 or by email [kenneth.feldman@dot.gov](mailto:kenneth.feldman@dot.gov).

Sincerely,



R.F. Krochalis  
Regional Administrator

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