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BOMI International RPA Capstone Experience Sample Questions (Q62-Q67):

NEW QUESTION # 62

Which initial action MOST supports the partnership's sustainability goals for the building?

Options:

- A. Conduct a property condition assessment.
- **B. Conduct an American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) Level 1 assessment.**
- C. Reduce operating hours.
- D. Recommission the building.

Answer: B

Explanation:

Based on Scenario 2:

The scenario states:

"The partnership is focused on sustainability and energy savings..."

"The building has many needs in order to return to its former position in the marketplace, which includes energy and sustainability upgrades using modern technology." Analysis:

- * A. Property condition assessment- General overview; not specific to sustainability or energy use.
- * B. ASHRAE Level 1 assessment- A targeted energy assessment, specifically designed to identify opportunities for energy efficiency and sustainability improvements.
- * C. Recommissioning- Useful, but is more effective after an energy assessment identifies what needs to be adjusted.
- * D. Reduce operating hours- May cut costs, but not a targeted sustainability initiative.

NEW QUESTION # 63

A tenant in a multi-story, multi-tenant office building has requested dock access for furniture moving. Which item should the property manager request of the tenant's contractor before work begins?

- **A. Certificate of insurance (COI)**
- B. Right of entry
- C. Performance bond
- D. Waiver of restoration

Answer: A

Explanation:

A Certificate of Insurance (COI) verifies that the contractor has the necessary liability and workers' compensation coverage. This protects the property owner and other tenants in the event of damage or injury during the move, making it a standard requirement before allowing contractor access.

NEW QUESTION # 64

A property manager must prepare the annual budget to review current rents, increases, and lease expiration dates. As the property manager, they want to prepare the budget by looking up tenant names, suite numbers, square footage, and other physical details. Which document should the manager use to compare information with an easy-to-read overview of the property and its tenants?

- A. Delinquency report
- B. Pro forma
- C. Vacancy report
- **D. Rent roll**

Answer: D

Explanation:

A rent roll is a document that lists the current tenants, their lease details, including names, suite numbers, square footage, rent amounts,

and expiration dates. This document provides an easy-to-read overview and is essential for the property manager when preparing the annual budget.

NEW QUESTION # 65

What is the name of the report the property manager should review monthly in order to verify that all tenants have fully paid and have zero account balances?

- A. Income statement
- B. Vacancy report
- C. Delinquency report
- D. Rent roll

Answer: C

Explanation:

Delinquency report lists tenants who have outstanding balances or have not paid rent on time. Reviewing this report monthly helps the property manager ensure all accounts are current and take action on overdue payments if needed.

NEW QUESTION # 66

A property manager is evaluating vendors, suppliers, and contractors to perform routine building maintenance operations. Which of the following is MOST important when choosing between competing proposals?

- A. Consider prior work relationship.
- B. Develop a spreadsheet to compare proposals.
- C. Select lowest cost option.
- D. Retain current contractor if prices remain flat.

Answer: B

Explanation:

Analysis:

- * A. Considering past work relationships may introduce bias and overlook better options.
- * B. Creating a comparison spreadsheet ensures an objective, side-by-side analysis of cost, scope, quality, and contractor qualifications—helping to make an informed decision.
- * C. Retaining a contractor based solely on stable pricing may not consider service quality or value.
- * D. Lowest cost doesn't always mean best value; quality, scope, and service must also be factored in.

NEW QUESTION # 67

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