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BY ANITA ANKAM

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NCARB Project-Management Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none"> Resource Management: This section of the exam measures the skills of project managers and covers how to determine the right team composition and manage time allocation for successful project delivery. It focuses on evaluating criteria for assembling teams and ensuring resources are properly managed to execute the project within agreed terms.
Topic 2	<ul style="list-style-type: none"> Project Work Planning: This section of the exam measures the skills of architectural associates and covers the development and communication of an effective project work plan. It emphasizes maintaining schedules, setting clear criteria for work planning, and ensuring consistent communication with stakeholders, including owners, contractors, consultants, and internal staff.
Topic 3	<ul style="list-style-type: none"> Contracts: This section of the exam measures the skills of project managers and covers the analysis of contracts that govern the relationships between architects, owners, contractors, and consultants. It highlights verifying adherence to agreements, interpreting key contractual elements, and ensuring consultant work is properly integrated into the project.
Topic 4	<ul style="list-style-type: none"> Project Execution: This section of the exam measures skills of architectural associates and covers the management of project execution through administrative procedures rather than design decisions. It addresses evaluating budgets, managing scope changes, preparing project documentation in line with delivery methods, and securing necessary approvals from relevant authorities.
Topic 5	<ul style="list-style-type: none"> Project Quality Control: This section of the exam measures skills of project managers and covers procedures for ensuring quality and maintaining the Standard of Care throughout the project. It focuses on applying regulatory requirements, reviewing documentation for quality, reducing risks and liabilities, and managing the design process to preserve its objectives

NCARB ARE 5.0 Project Management (PjM) Exam Sample Questions (Q40-Q45):

NEW QUESTION # 40

According to AIA Document B201, the architect must perform which of the following services during Construction Contract Administration?

Check the three that apply.

- A. Make decisions related to aesthetic effect
- B. Be a representative of and give advice to the owner
- C. Review the program furnished by the owner
- D. Prepare bid evaluation report
- E. Visit the site during appropriate stages of construction
- F. Prepare construction contracts

Answer: A,B,E

Explanation:

Per AIA B201, during Construction Contract Administration, the architect shall:

C). Make decisions on aesthetic matters when consistent with the contract documents.

E). Visit the site at appropriate intervals to observe the work and determine conformance.

F). Act as the owner's representative and advise on matters related to construction performance.

Incorrect options:

A). The contractor prepares the construction contract using standard AIA forms (A101, A201); not the architect.

B). Bid evaluation is typically performed prior to the Construction Contract Administration phase.

D). Reviewing the program is part of early design phases, not CCA.

References:

AIA B201 - Standard Form of Architect's Services: Construction Contract Administration NCARB ARE 5.0 Handbook - Services during construction

NEW QUESTION # 41

An architect is evaluating a change order.

Where should the costs for the project superintendent or general foreman be included?

- A. Field overheads
- B. Direct field labor hours
- C. General and administrative overheads
- D. Direct field labor costs

Answer: A

Explanation:

The costs associated with a project superintendent or general foreman are classified under field overheads.

These are not directly tied to a specific construction activity (like labor laying concrete) but are necessary for managing and supervising the site work.

Field overheads include site-specific expenses such as temporary facilities, safety equipment, and supervisory personnel costs.

General and administrative overheads, by contrast, are associated with the contractor's home office and not directly attributable to a specific project site.

Reference: NCARB ARE 5.0 Handbook - PjM Content Area 2: Project Costs & Budgeting Reference: AIA Document G701

Commentary, AIA Best Practices

NEW QUESTION # 42

An architect is working on a design-build project for a large skyscraper. The architect has completed a conceptual design, finalized the contracts, and hired consultants. The schematic design phase is set to begin in one week.

Which items or tasks are important for the architect to complete during this time? Check the three that apply.

- A. Coordinate the curtain wall detailing with the envelope
- B. Send consultants project constraints
- C. Create a project schedule
- D. Prepare building permit application
- E. Ask consultants to review information and provide input
- F. Identify FF&E vendors

Answer: B,C,E

Explanation:

Verified Answer

At the outset of schematic design, the architect must coordinate with consultants and communicate constraints and expectations to keep the project aligned with goals. Building permits are typically addressed in the construction documents phase. FF&E coordination and curtain wall detailing occur later in design development and construction documents.

Coordination and planning at schematic design are crucial to project integration.

Reference: AIA B101 §3.2 - Schematic Design Phase

NCARB ARE 5.0 Handbook - PjM Content Area 1 and 4

NEW QUESTION # 43

Which of the following considerations would support the use of separate bid packages and a fast-track schedule?

Check the four that apply.

- A. ease of coordination
- B. schedule
- C. cost
- D. phased construction
- E. multiple prime contractors
- F. risk avoidance

Answer: B,C,D,E

Explanation:

Fast-track scheduling involves overlapping design and construction by issuing separate bid packages (e.g., site work, foundations,

structure). This allows construction to begin before the entire design is complete.

A). Cost: Fast-track can potentially reduce escalation and shorten time-related costs.

B). Schedule: Primary benefit-saves time by overlapping design and construction phases.

E). Phased construction: Necessary to allow portions of the work to begin early.

F). Multiple prime contractors: Often used with fast-track and separate bid packages.

C and D are incorrect:

C). Risk is typically increased in fast-track due to incomplete design during bidding.

D). Coordination is more complex, not easier, in a fast-track/multi-package approach.

References:

NCARB ARE 5.0 Handbook - Project delivery methods

AIA A201 & AIA CMc contracts - Construction Manager as Constructor, fast-tracking provisions

NEW QUESTION # 44

The architect is on site to evaluate the completed work by the contractor. During the evaluation, the architect notices a structural connection that deviates from the contract documents.

According to AIA B101, to which party should the architect report this observed deviation?

- **A. Owner**
- B. Structural engineer
- C. Contractor
- D. Building inspector

Answer: A

Explanation:

Per AIA B101 § 3.6.2.1, the architect is required to notify the owner of any deviations from the contract documents observed during site visits. While the architect may also discuss it with the contractor and engineer, the formal obligation is to report it to the owner. The contractor is ultimately responsible for conformance with contract documents, and further action (like issuing a notice of nonconformance or requiring correction) may follow.

References:

AIA B101-2017 § 3.6.2.1

AIA A201-2017 §§ 3.3 and 4.2

NCARB ARE 5.0 Handbook - Construction Administration Task Overview

NEW QUESTION # 45

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