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NCARB Project-Management Exam Syllabus Topics:

Topic	Details

Topic 1	<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 2	<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
Topic 3	<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 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 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.

NCARB ARE 5.0 Project Management (PjM) Exam Sample Questions (Q32-Q37):

NEW QUESTION # 32

On a private project, which of the following actions by a subcontractor who had not been paid by the contractor is most likely to be an effective collection measure?

- A. Hiring a collection agency
- **B. Placing a mechanic's lien on the owner's property**
- C. Demanding payment from the surety
- D. Demanding payment from the owner

Answer: B

Explanation:

Verified Answer

On private projects, if a subcontractor is not paid, they may file a mechanic's lien against the owner's property. This legal tool can delay or block sale or refinancing until the debt is settled. It is often the most effective method for securing payment on private projects.

* A mechanic's lien attaches to the property, putting legal and financial pressure on the owner to resolve the issue.

* This is more effective than a collection agency or contacting the surety (which applies only if there is a payment bond, usually on public projects).

* Reference: AIA A201 §9.6.5

* NCARB ARE 5.0 Handbook - PjM Content Area 5: Construction Phase Responsibilities

NEW QUESTION # 33

A geotechnical report for a public project reveals a previously unknown condition and indicates that there is rock directly beneath the existing grade. The proposed building will now require a shallow foundation. The chosen location was the result of a three-year process evaluating multiple potential sites.

Which actions should the architect take next as a result of the geotechnical report results? Check the three that apply.

- **A. Determine what type of rock is beneath the existing grade.**

- B. Request an additional services agreement for the unknown condition.
- C. Consult with an excavation company for rock removal.
- D. Evaluate alternate project sites for the proposed building.
- E. Update the current project schedule.
- F. Update the detailed cost estimate.

Answer: A,E,F

Explanation:

The architect should take technical and managerial steps to respond to the new geotechnical data:

A). Identifying the type of rock informs excavation methods and potential foundation redesign.

B). The cost estimate must be updated because excavation in rock is significantly more expensive.

D). Schedule impacts are also probable due to extended excavation time.

C is incorrect because the site was already selected after a lengthy evaluation process. E may not apply unless the architect is being asked to provide significant redesign. F is not typically the architect's responsibility at this stage.

References:

NCARB ARE 5.0 Handbook - Geotechnical coordination and cost implications AIA B101 - Architect's Basic Services related to site analysis CSI MasterFormat - Division 31 (Earthwork), 03 (Concrete Foundations)

NEW QUESTION # 34

An architect is working on a large renovation project with an AIA B101 contract. The owner decides to contract separately with an electrical engineer and a security firm. The security firm asks the engineer and architect to coordinate the details for a new card reader access control system.

What is the first step the architect should take?

- A. Ask the engineer to provide details to the security firm
- B. Request authorization from the owner to provide additional services
- C. Provide coordination drawings to the engineer

Answer: B

Explanation:

Since the security firm is a direct contractor of the owner, coordination falls outside the architect's basic scope as defined in AIA B101. Coordination with third parties not under the architect's consultant team typically constitutes additional services. Therefore, before taking on that responsibility, the architect must request written authorization from the owner.

References:

AIA B101-2017 § 4.2.1 and § 3.1.3

AHPP, 15th ed., Chapter 10 - Project Delivery and Consultant Coordination

NEW QUESTION # 35

Construction of a gymnasium is scheduled to be complete 365 days from the date of the notice to proceed. On Friday, day 355 of the schedule, the contractor submits a punch list to the architect for substantial completion.

The architect agrees to review the punch list on-site after the weekend.

On Monday, the architect discovers that a subcontractor left open a skylight over the weekend, allowing heavy rain to fall into the courtyard area and damage the gymnasium floor. It was determined the flooring must be replaced. The lead time for new flooring is 8-10 weeks, and installation will take 14 days. The architect's agreement with the owner is contracted to end 30 days after substantial completion.

Which of the following documents must the architect prepare immediately? Check the two that apply.

- A. A notice to the contractor for withholding final payment
- B. An invoice for additional services for owner payment
- C. A punch list for areas not damaged for contractor approval
- D. A change order to purchase new flooring
- E. A request for liquidated damages for contractor review
- F. A revised schedule for owner approval

Answer: C,D

Explanation:

The punch list is valid only for work deemed substantially complete. Since the floor is damaged, substantial completion cannot yet be certified, but the architect can and should prepare a punch list for other non-affected areas. Meanwhile, the replacement flooring constitutes a change in scope, requiring a change order. The contractor, being responsible for the damage, will need to correct the work per the General Conditions (A201).

Incorrect choices:

- A). The contractor revises the schedule, not the architect.
- B). The owner assesses liquidated damages, not the architect directly.
- C). No additional services have been performed yet.
- E). Final payment withholding applies after project closeout, not now.

References:

AIA A201-2017 §§ 9.8-9.10

AIA B101-2017 §§ 3.6.2 & 4.2.3

NCARB ARE 5.0 Handbook - Construction Phase Services

NEW QUESTION # 36

Which of the following best describes "value engineering"?

- A. Reducing the project schedule by adding labor
- **B. Reviewing project design and construction for cost-saving alternatives without compromising function**
- C. Eliminating structural components to reduce cost
- D. Increasing the project scope to add value

Answer: B

Explanation:

Value engineering is a systematic method to improve the value of a project by analyzing functions and identifying cost-saving alternatives without sacrificing performance or quality. It encourages collaboration between design and construction teams and is often conducted during design development or early construction documents phase. ARE 5.0 PjM highlights value engineering as a risk and cost management tool.

NEW QUESTION # 37

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