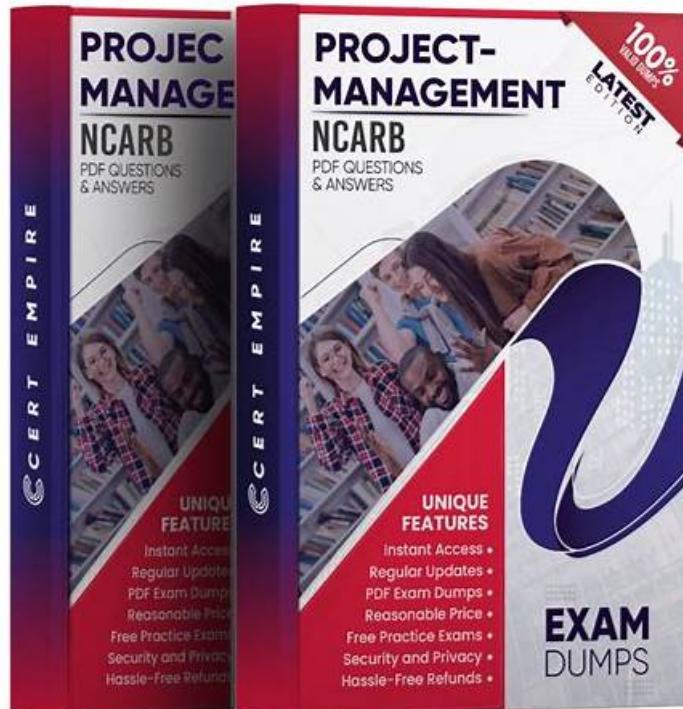


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NCARB Project-Management Exam Syllabus Topics:

| Topic | Details |
|---------|--|
| Topic 1 | <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 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">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 4 | <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 5 | <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. |

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NCARB ARE 5.0 Project Management (PjM) Exam Sample Questions (Q20-Q25):

NEW QUESTION # 20

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

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 # 21

Prior to the project kick-off, the architect requests to add an additional week of review time to the schedule for each design submission for coordination with their consultants. Based on the schedule provided, what is the earliest start date for construction with the additional review periods?

- A. November 1
- B. October 11
- C. October 25
- D. October 4

Answer: C

Explanation:

There are three phases with design submissions:

SD 30%

DD 60%

CD 90%

Adding 1 extra week for review to each of those phases results in 3 additional weeks total.

Original end of Bidding/Negotiation = October 4 # Add 3 weeks = October 25 Coordinating review time with consultants is a best practice and should be reflected in planning deliverables.

Reference: NCARB ARE 5.0 Handbook - PjM Content Area 3: Project Work Planning AIA Best Practices on project scheduling

NEW QUESTION # 22

What type of contract involves payment based on actual costs plus a fee?

- A. Time and Materials Contract
- B. Cost-Plus Contract
- C. Lump Sum Contract
- D. Unit Price Contract

Answer: B

Explanation:

Cost-Plus Contracts reimburse the contractor for actual costs plus an agreed fee or percentage. This contract type shifts some risk to the owner but allows flexibility for uncertain scopes. Lump sum contracts are fixed price; unit price contracts pay per unit; time and materials pay based on labor and material costs but usually with a cap. ARE 5.0 PjM covers contract types and their implications.

NEW QUESTION # 23

□ Design Firm ABC is awarded two projects, but they do not have enough staff to support the execution of both projects due to unexpected staffing issues. ABC is deciding if they need to hire staff from an outside firm to execute the projects.

Which one of the following sets of staff members would adequately support ABC's staffing needs?

- A. 2 Designers
- B. 1 Lead Architect, 1 Drafter
- C. 1 Designer, 1 Drafter
- D. 2 Drafters

Answer: B

Explanation:

Comprehensive Detailed Explanation:

From the schedule:

Total lead architect hours needed = $16 + 24 = 40$ hrs/week

Firm ABC only has 50% of 1 Lead Architect = 20 hrs/week # Needs 20 hrs more Total drafter hours needed = $80 + 80 = 160$ hrs/week Firm ABC has 3 Drafters at 100% = $3 \times 40 = 120$ hrs/week # Needs 40 hrs more Thus, the firm needs 1 Lead Architect (for 20 hrs) and 1 Drafter (for 40 hrs) from the augmenting firm to meet the requirement.

References:

NCARB ARE 5.0 PjM Handbook - Staffing plans and workload balancing

NEW QUESTION # 24

A construction project is one week away from the date of substantial completion as defined by an AIA A201 agreement. The owner comes forward with a major change to the work. The contractor and owner disagree on how much to extend the contract time. The project needs to proceed without delay while the contractor and owner work out the difference.

Which one of the following steps should the architect take?

- A. Issue a construction change directive.
- B. Issue a minor change in the work.

- C. Issue a waiver of subrogation.

Answer: A

Explanation:

When there is a disagreement over cost or time but the work must proceed, the architect can issue a Construction Change Directive (CCD). This allows the work to move forward while the owner and contractor negotiate terms. A Minor Change (B) is only for non-cost/time changes. Waiver of Subrogation (C) pertains to insurance.

CCDs are used under AIA A201 §7.3 when immediate work is needed but consensus hasn't been reached.

This is the formal process to avoid delay in project delivery.

Reference: AIA A201 §7.3 - Construction Change Directives

NCARB ARE 5.0 Handbook - PjM Content Area 5

NEW QUESTION # 25

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