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### NCARB Project-Management Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none"><li>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.</li></ul>

Topic 2	<ul style="list-style-type: none"> <li>• <b>Project Work Planning:</b> 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.</li> </ul>
Topic 3	<ul style="list-style-type: none"> <li>• <b>Project Execution:</b> 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.</li> </ul>
Topic 4	<ul style="list-style-type: none"> <li>• <b>Project Quality Control:</b> 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</li> </ul>
Topic 5	<ul style="list-style-type: none"> <li>• <b>Contracts:</b> 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.</li> </ul>

## NCARB ARE 5.0 Project Management (PjM) Exam Sample Questions (Q68-Q73):

### NEW QUESTION # 68

After construction begins, an owner asks the architect to select a different roof material. The architect wants to manage the risk associated with this change.

- A. Contact roofing suppliers to request product specifications to select a replacement.
- **B. Write a memorandum to the owner to describe the owner's request for a change.**
- C. Place a note in the project file to detail roof options and the final decision.
- D. Contact the contractor to request a change order.

**Answer: B**

Explanation:

Verified Answer

The correct risk management approach is to document the owner's request clearly before taking any action. A written memorandum becomes part of the formal record and clarifies scope, timing, and potential cost implications. This protects the architect from misinterpretation or dispute.

Verbal or informal changes are a legal and professional risk.

Once documented, changes can proceed via appropriate channels (change order or construction change directive).

Reference: AIA B101 §4.2.2; A201 §7.3

NCARB ARE 5.0 Handbook - PjM Content Area 5: Project Execution

### NEW QUESTION # 69

After redesigning an existing restaurant, the architect submits the plans to the county for building permit review. During the Zoning Review, the county requests the architect submit a site plan for review and approval. After researching the county's records, the architect discovers a 40-year-old approved site plan that is stamped, "Approval is based on the site plan and usage as indicated. Any interior partitioning of the original building will be subject to review and approval by the county." How should the architect proceed?

- A. Hire a consultant civil engineer to develop an updated site plan
- **B. Require the client to contract with a civil engineer to update the site plan**
- C. Submit the county's historical drawing that references the approved site plan

**Answer: B**

Explanation:

It is the architect's responsibility to inform the client that an updated site plan is required for zoning compliance. However, preparing the site plan is typically the scope of a civil engineer. Therefore, the architect should require the client to hire a civil engineer to prepare and update the site plan.

Architects are responsible for coordination but not directly preparing civil site plans unless within their licensure and scope.

This aligns with standard architectural services and professional boundaries.

Reference: AIA B101 Owner-Architect Agreement - Article 3: Scope of Architect's Basic Services NCARB ARE 5.0 Handbook - PjM Content Area 1: Resource Management

#### NEW QUESTION # 70

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

**Answer: C**

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 # 71

Which project delivery method allows the owner to engage the architect, contractor, and key consultants in a single collaborative contract?

- A. Integrated Project Delivery (IPD)
- B. Design-Build
- C. Construction Manager at Risk (CMAR)
- D. Design-Bid-Build

**Answer: A**

Explanation:

Integrated Project Delivery (IPD) is a project delivery method characterized by a single, multiparty contract involving the owner, architect, contractor, and key consultants. IPD promotes early collaboration, shared risk/reward, and transparency to optimize project outcomes. This contrasts with traditional methods like Design-Bid-Build where contracts are separate. ARE 5.0 PjM includes IPD as a critical topic, focusing on teamwork, roles, and responsibilities unique to this delivery method.

#### NEW QUESTION # 72

During the predesign phase of a project, the architect discovers that the owner's budget is insufficient to meet the program requirements.

Which of the following should the architect do?

- A. Advise the owner to increase the budget.
- B. Inform the owner that the project as budgeted is not feasible.
- C. Recommend that the owner complete the project in two phases.
- D. Scale down the program to meet the budget.

**Answer: B**

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