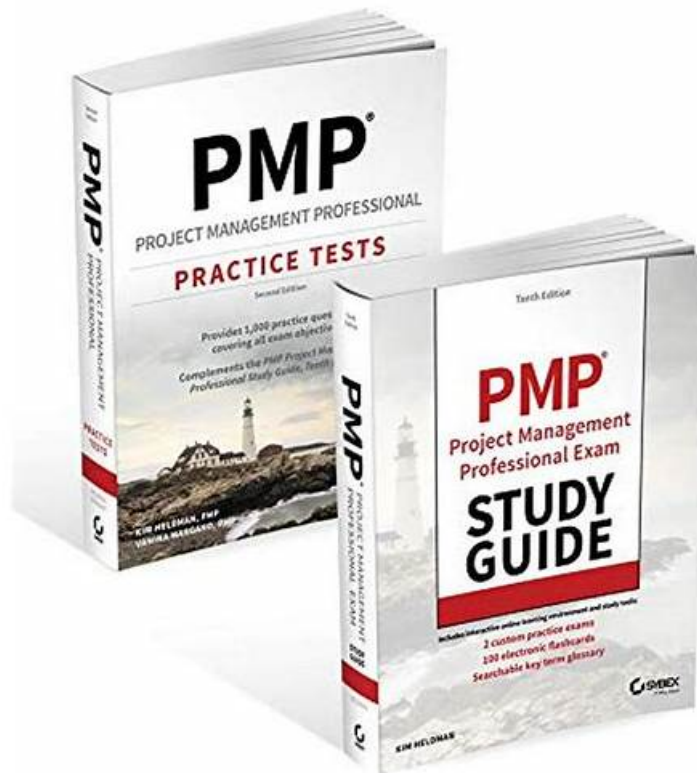


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NCARB Project-Management Exam Syllabus Topics:

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"> 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 3	<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 4	<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 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 (Q23-Q28):

NEW QUESTION # 23

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

Answer: D

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 # 24

A key Project Manager leaves an architectural firm halfway through a project. Several days of lost productivity pass while the new Project Manager determines the customized organization that the previous Project Manager used. The new Project Manager recommends implementing new office policies to create standards and quality control methods for the entire office.

Which methods should be implemented? Check the four that apply.

- A. customize work flow
- **B. measure performance**
- **C. improve quality continuously**
- **D. standardize work flow**
- E. change the project delivery sequence

- F. review current processes

Answer: B,C,D,F

Explanation:

Comprehensive Detailed Explanation:

Best practices in quality management include:

A). Reviewing existing methods to identify inefficiencies

B). Standardizing workflow to prevent variability and loss of knowledge D). Measuring performance to track productivity and outcomes E). Continuous improvement ensures the office adapts and grows C is incorrect as customization contradicts standardization and is the root of the issue. F is a drastic step not warranted by the situation.

References:

NCARB ARE 5.0 PjM Handbook - Quality management and office standards

Ballast ARE 5 Review Manual - Project Management tools and quality assurance AIA Best Practices - Office workflow documentation and training

NEW QUESTION # 25

The architect's estimate of the cost of the work at the end of the construction documents phase exceeds the owner's stated budget for the cost of the work.

According to AIA Document B101, what should the architect recommend to the owner?

- A. Change the quality of materials, with additional compensation
- B. Alter the project delivery method, without additional compensation
- C. Make reductions in the project program, with additional compensation
- D. Revise project scope, without additional compensation

Answer: D

Explanation:

Verified Answer

According to AIA Document B101 §6.7, if the lowest bona fide bid or negotiated proposal exceeds the budget, the architect is required to make reasonable modifications to bring the cost in line with the budget - at no additional compensation - provided the architect's cost estimate was based on current market conditions.

* This clause ensures the architect takes responsibility for staying within budget expectations.

* Reference: AIA B101-2017 §6.7

* NCARB ARE 5.0 Handbook - PjM Content Area 2: Cost Estimating and Budgeting

NEW QUESTION # 26

Who is typically responsible for verifying the contractor's schedule of values?

- A. Construction manager
- B. Architect
- C. Owner
- D. Contractor's project manager

Answer: B

Explanation:

The architect typically reviews and verifies the contractor's schedule of values, which breaks down contract costs by work category for payment applications. This review ensures the breakdown aligns with the contract scope and allows for proper evaluation of payment requests. While the contractor prepares it and the construction manager or owner may review, the architect plays a key role in contract administration and cost verification as per ARE 5.0 PjM contract administration topics.

NEW QUESTION # 27

Evaluation and mitigation of indoor air quality in an existing facility assessment would include participation by which of the following? Check the three that apply.

- A. Mechanical engineer

- B. Architect
- C. Industrial engineer
- D. Electrical engineer
- E. Industrial hygienist
- F. Structural engineer

Answer: A,B,E

Explanation:

Comprehensive Detailed Explanation:

Indoor air quality (IAQ) assessments require:

A). Architect - for identifying spatial and operational sources of contamination and coordinating remediation.

B). Industrial hygienist - for monitoring pollutants (e.g., mold, VOCs, CO2) and recommending mitigation strategies.

F). Mechanical engineer - for assessing HVAC system functionality, filtration, and ventilation strategies.

References:

NCARB ARE 5.0 Handbook - Existing building evaluations

CSI Division 01 (General Requirements) and 23 (HVAC)

EPA IAQ Tools for Schools Guidelines

NEW QUESTION # 28

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