1. Given the following:

- The architect of a construction project approved a shop drawing submitted and approved by the project's prime contractor, but prepared by a subcontractor.

- After the architect's approval, a deviation was discovered in the shop drawings when compared with the project plans and specifications.

According to AIA A-201, the responsibility to correct the deviation lies with the ____________.

A. owner  
B. subcontractor  
C. prime contractor  
D. architect

2. If the subcontractor defaults or neglects to carry out the work in accordance with this agreement and fails after receiving written notice from the contractor to commence and continue correction of such default or neglect with diligence and promptness, the contractor may, after giving ____________ days from the receipt by the subcontractor of any additional written notice, and without prejudice to any other remedy he may have, make good such deficiencies and may reduce the cost from the money owing to subcontractor.

A. 2  
B. 3  
C. 5  
D. 7

3. For federal tax purposes, which of the following is not considered an employee?

A. Agent/Driver delivering food  
B. Real Estate agent  
C. Traveling sales selling hotel supplies for one company  
D. Part-time worker
4. A contractor submits the following amounts to the bonding company for a determination of the maximum dollar amount of uncompleted work in progress.

The bonding company uses the "10 times the net quick rations formula" to determine the amount.

Current Assets $100,000  
Accounts Receivable $30,000  
Real Estate Loans to officers $25,000  
Current Liabilities $60,000

A. $950,000  
B. $700,000  
C. $215,000  
D. $2,150,000

5. A secretary is hired on a salary basis of $425 per week for a work schedule of Monday through Friday 8 am to 3 pm with 1/2 hour lunch daily. In week #2 she works 45 hours. Her gross pay for week #2 is ______________.

A. $425.00  
B. $621.30  
C. $451.57  
D. $506.75

6. Failure to file state unemployment tax reports timely will result in a penalty charge of __________ per report per 30 day period.

A. $25  
B. $10  
C. $15  
D. $20

7. Which of the following is the correct priority for liens claimed under a direct contract?

A. Liens of the contractor, liens of all persons other than the contractor, liens of all laborers.  
B. Liens of the contractor, liens of all laborers, liens of all persons other than the contractor.  
C. Liens of all persons other than the contractor, liens of all laborers, liens of the contractor.  
D. Liens of all laborer, liens of all persons other than the contractor, liens of the contractor.

8. Which of the following is not an item contained in a model business plan?

A. Pricing and credit policies  
B. An organization chart of the business  
C. A list of funding sources  
D. Cash flow statement of each major owner from the previous year
9. A contractor has the following information available in order to process his payment request:
   • original contract sum - $170,000
   • change order #3
   • for $15,000 — not yet started
   • work completed:
     sitework - $10,000
     concrete — 40% of scheduled $25,000
     masonry — 10 % of scheduled $19,000
     materials purchased and stored on site - $5,500
   • 10% retainage
   • payment request #1 was for $10,000

What will be the current payment due for payment request #2?

A. $14,660  
B. $24,660  
C. $29,660  
D. $27,400

10. If an employer withholds income tax from an employees regular wages, the employer may withhold a flat _________ for supplemental wages.

A. 5%  
B. 10%  
C. 20%  
D. 25%

11. Payments made by the Florida Workers’ Compensation Insurance are based on the rate of ________ of the employees average weekly wage object to a maximum of $700.

A. 50%  
B. 66 2/3%  
C. 75%  
D. 85%

12. Which of the following is not a true statement concerning OSHA regulations

A. Job site first aid kits shall be checked by the employer every other week to ensure expended items are replaced  
B. Common drinking cups are prohibited for potable water  
C. A job site with 50 employees must have 2 toilets and 2 urinals  
D. A sound level of 90 DBA can have a maximum duration of 8 hrs/day
13. Which of the following have lien rights?

1. Laborer working for a supplier, supplying a sub contractor
2. Material suppliers to a sub-subcontractor
3. Sub-subcontractors
4. Material supplier to a material supplier, supplying to the general contractor

A. 1,2 and 3
B. 2,3 and 4
C. 1,3 and 4
D. 1,2,4 and 4

14. An active certified residential contractor is eligible to take the general contractors’ examination if he possesses a minimum of ____________ years of proven experience in the classification in which he is certified.

A. 1
B. 2
C. 3
D. 4

15. Which of the following is a false statement concerning OSHA Civil penalties?

A. Willful violations can be up to $70,000
B. An employer may qualify for a "good faith" reduction of 25% of the fine, if the employer implements the proper programs.
C. Failure to abate can be up to $8,000 daily.
D. The minimum willful penalty is $5,000.

16. Given the following:

• A change directive is issued by the architect for $2,100
• The contractor did not respond promptly to the architects change directive and does not agree with the architects cost and submits the following cost:
  • Labor $ 825
  • Materials $1,450
  • machinery rental $ 300
  • hand tool rental $ 400
  • contractor mark-up 15%

How much can the contractor expect to receive based on his cost estimate s?

A. 2,575
B. 2,975
C. 2,961
D. 3,421
17. The services of a building contractor are limited to commercial and residential buildings which do not exceed _________ stories in height.

A. 1 1/2  
B. 2  
C. 2 1/2  
D. 3

18. A general, state certified contractor shall subcontract on new construction, all of the following except

A. Electrical  
B. Shingle roofing  
C. Mechanical  
D. All of the above

19. The subcontractor shall not assign or subcontract without the consent of the ________________.

A. Architect  
B. Owner  
C. Contractor  
D. Architect and owner

20. The "regular rate" must be calculated for:

A. Any hourly employee working less than 40 hrs / week  
B. Exempt employees  
C. Non-exempt salaried employees working over 40 hrs / week  
D. Administrative personnel

21. When a contract for the improvement of real property is made by a husband or wife, the other shall within _________ days after learning of such contract, give the contractor and record in the clerks’ office, notice of his or her objection thereto.

A. 10  
B. 15  
C. 30  
D. 45

22. Allowances shall cover the cost to the contractor of all materials and equipment

A. Delivered to the site, all taxes, less trade discounts  
B. Delivered to the site, all taxes, less trade discounts, contractor transportation, handling, installation, overhead, profit and other expenses  
C. Delivered to the site, all taxes, plus trade discounts, unloading, handling, installation, overhead, profit and other expenses  
D. Delivered to the site, all taxes, double discounts, unloading, handling, installation overhead, profit and other expenses
23. According to FLSA, the minimum wage pay should be not less than __________ /hr.

   A. $3.00
   B. $5.15
   C. $3.25
   D. $7.25

24. One way an owner can minimize the risk of having a lien filed on his or her property is ________.

   A. Have the contractor submit an affidavit that all persons are paid
   B. Stay active on the project and talk to the subcontractors
   C. Have the contractor obtain a performance bond
   D. Have the contractor obtain a payment bond

25. Given the following:
   • The contractor encounters a concealed physical condition on January 22 that will cause the contract price to be adjusted
   • The contractor notifies the architect promptly before conditions at the site are disturbed on January 22nd
   • The architect examines the condition on February 3rd and determines that no change in the contract is justified

   According to AIA document, A-201, the contractor must make a written claim for adjustment by ______.

   A. February 24
   B. February 16
   C. February 21
   D. April 4

26. Regardless of the pay period, the act ___________ allow the averaging of hours over 2 or more weeks to arrive at a single work week hourly figure.

   A. May
   B. Does not
   C. Does
   D. None of the above

27. According to AIA document A-401, within ___________ days following issuance by the architect of the certificate for payment covering such substantially completed work, the contractor shall, to the full extent provided in the contract documents, make payment to the subcontractor of the entire unpaid balance of the contract sum or of that portion of the contract sum attributable to the substantially completed work.

   A. 10
   B. 15
   C. 20
   D. 30
28. The board, by rule, may establish delinquency fees for late renewal not to exceed for _______ certification.

A. $40  
B. $20  
C. $30  
D. $50

29. When taxes are not deposited when due and the delay is more than 16 days late, a _________ penalty is charged.

A. 5%  
B. 10%  
C. 15%  
D. 20%

30. AIA bids are received ____________ .

A. in a sealed envelope  
B. by phone — bidder to contractor  
C. in a legal size envelope  
D. all of the above

31. If a change in ownership occurs in a business that has a fictitious name, the owner of record must file a cancellation and registered within ________ days.

A. 10  
B. 15  
C. 30  
D. 90

32. Deposits for FUTA taxes are due by ____________ .

A. The 15th day of the month following the end of the quarter  
B. By the 5th day of the next month following the quarter  
C. By the last day of the first month after the quarter ends  
D. At the end of the eighth monthly period

33. Which of the following documents are required to be on site for the owner?

A. Drawings  
B. Specifications  
C. Change orders  
D. All of the above
34. The maximum credit against the FUTA for payments to state unemployment funds is ________.
   A. 2.8%
   B. 3.5%
   C. 5.4%
   D. 6.2%

35. Construction industry employers who have ____________ or more employees are required to have workers compensation insurance.
   A. 4
   B. 3
   C. 2
   D. 1

36. When a surety bond has been posted, no action shall be instituted or prosecuted against the surety on the bond after __________ from the performance of the labor or completion of the materials and supplies.
   A. 30 days
   B. 60 days
   C. 90 days
   D. 1 year

37. According to AIA document A401, the subcontractors ability to assign his position in the subcontractor's is ____________.
   A. Not permissible at any time
   B. Permissible with the written consent of the contractor
   C. May assign the contract only in a bankruptcy situation
   D. May not assign the contract unless an approval in writing is received from the architect

38. The following is a breakdown of cost for a construction project

<table>
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<tr>
<th>Item</th>
<th>Cost</th>
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<tr>
<td>Plans</td>
<td>$400</td>
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<td>Permit fee</td>
<td>$2,950</td>
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<td>County Assessment</td>
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<tr>
<td>Survey</td>
<td>$500</td>
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</table>

According to the contract provisions found in AIA document A-201, the contractor is responsible for the payment of ____________.
   A. $400
   B. $2,950
   C. $3,350
39. If an incomplete contract exists at the time of death although not certified or registered, if the board is notified within ___________ days after the death of the contractor, of the person’s name and address. If the board approves, he may proceed with the contract.
   A. 15 days  
   B. 30 days  
   C. 45 days  
   D. 60 days

40. According to AIA document A-401 the contractor shall pay the subcontractor each progress payment and the final payment within ___________ days after he receives payment from the owner.
   A. 3  
   B. 5  
   C. 7  
   D. 10

41. Which of the following is most likely exempt from overtime provisions?
   A. Laborer on salary  
   B. Laborer on hourly wage  
   C. Office messenger on salary  
   D. Office manager

42. Allowances as defined by AIA Document A-201 shall cover ___________.
   A. the cost to the contractor of materials, equipment and delivery but not trade discount  
   B. the cost to the contractor of materials, equipment and delivery and trade discounts  
   C. delivery, trade discounts, reasonable mark-up but not loading and unloading  
   D. only hard and soft costs

43. Any employer or insurance carrier who fails or refuses to send any report required of him by the workers compensation law shall be subject to a civil penalty not to exceed ___________ for each failure or refusal.
   A. $100  
   B. $500  
   C. $1,000  
   D. $5,000
44. A contractor needs to determine the safe working load of a $\frac{3}{4}$” nylon rope. There are no manufacturers charts or tables for the contractor to refer to. The mathematical SWL calculation would yield a SWL of _______ lbs.

A. 2,160  
B. 4,000  
C. 960  
D. 540

45. The duties of making sure results do not differ from those originally planned is an example of a _______ responsibility of the business manager.

A. Directing  
B. Controlling  
C. Assigning  
D. Standardizing

46. If an employee earns $10 / hr for a 50 hour week, how much is the overtime compensation (premium)?

A. $100  
B. $50  
C. $150  
D. $550

47. The subcontractor shall report within _______ day(s) to the contractor any injury to any of the subcontractors employees at the site.

A. 1  
B. 2  
C. 3  
D. 4

48. A change order must be signed by _________.

A. owner and contractor  
B. architect and contractor  
C. owner and architect  
D. owner, architect and contractor
49. The maximum allowable civil OSHA penalty is ________ for each willful or repeated violation.

   A. $70,000  
   B. $50,000  
   C. $7,000  
   D. $1,000

50. The Drug-Free Workplace Act covers employers on all Government contracts where employer’s contract is for ____________ or more.

   A. $50,000  
   B. $25,000  
   C. $15,000  
   D. $10,000
# ANSWER KEY

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<td>4.</td>
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<td>$100,000 + 30,000 ⎯ 60,000 = 70,000 X 10 = $700,000</td>
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<td>10% x 19,000 = 1,900</td>
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