

ACEC Missouri  
**Employment Practices Survey – Benefits**  
**- RESULTS -**

1. Does your firm give annual “total compensation statements” to your employees that show their salary along with the value of all of their benefits (e.g. insurance related, retirement plan contributions, value of vacation or PTO, payroll taxes, continuing ed., license related fees, etc.)?

  9   Yes       17  No

2. Does your firm use Paid Time Off (PTO) vs. the more traditional vacation / sick / holiday leave?

  9   Yes       17  No

In either case, what are the total amount of days of paid time off, both on the low end (new employee at beginning of career) and on the top end (someone in the last phase of their career).

Low end number of days

5-10 days - 4  
11-15 days - 7  
16-20 days - 4  
21-25 days - 8  
26-30 days - 2

Top end number of days

15-20 days - 5  
21-25 days - 3  
26-30 days - 5  
31-35 days - 9  
36-40 days - 3

3. What percentage of your employees’ health insurance premiums does the firm pay for the **employee only**?

60% - 70% - 3  
71% - 80% - 6  
81% - 90% - 3  
91% - 100% - 12 (with 10 at 100%)

4. What percentage of your employees’ health insurance premiums does the firm pay for the employee’s **family coverage**?

0% - 3  
50% - 60% - 4  
61% - 70% - 7  
71% - 80% - 5  
81% - 90% - 3  
100% - 2

5. Does your firm use the ACEC sponsored medical insurance program?   5   Yes       21  No

6. Does your firm offer a 401(k) plan (or other) to its employees? 26 Yes 0 No

If so, what is the employer match formula? (Please check all that apply.)

7 3% Safe Harbor match

Match of deferrals

1 0%  
2 25%  
7 50%  
     75%  
     100%

Maximum deferral matched

1 1%  
2 2%  
2 3%  
1 4%  
2 5%  
5 6%  
1 Other

11 Discretionary profit sharing contribution

1 No employer match – employee funds only

Have you instituted automatic enrollment in your retirement plan, so that employees have to opt out of participation rather than having to opt in to the plan? 13 Yes 12 No

7. Beyond medical and dental insurance, what insurance related benefits do you offer (whether on a voluntary, employee paid basis or otherwise)? (Check all that apply)

23 Section 125 Plan (Cafeteria)

17 Vision Care

22 Voluntary Life

26 Short or Long Term Disability

7 Other:

- Accidental Death & Dismemberment; Long Term Care
- AFLAC Employee Funded
- AFLAC (multi-choices)
- FSA, EAP, Group Life, Dependent Life, AD&D, ESOP
- HRA, Group Life (employer paid group life)
- Long Term Care, AFLAC, Pre-Paid Legal Insurance, Identity Theft Insurance, Employer Paid Life
- Term Life for All

8. Do you provide a Health Savings Account (HSA) option (or similar) as part of your health insurance options?    10 Yes            16 No

9. Does your firm pay for professional staff's PE registration(s)?    25 Yes            1 No

10. Does your firm pay for society/organization membership dues and participation expenses? If so, which ones?

21 ASCE

17 APWA

20 MSPE

15 SAME

9 Other:

- Any one organization per employee (more if demonstrated active involvement)
- AASHTO, AREMA
- AIA, APA, ITE, WTS
- Depends on the employee/discipline
- Employee may choose. Most often SEAKM (Structural Engineering Association)
- Engineers' Club of St. Louis, ACI, AISC, ASHRAE, ASOPE, etc.
- Geologist Organizations
- KCITE
- SHRM, ABWA, NCEO
- We only pay for one membership, but any are applicable
- WEF, KWEA, MWEA

11. Does your firm offer flex time?    22 Yes            4 No

Is it available to all staff?    17 Yes            6 No

If not, which class of employees is excluded?

- Construction staff.
- Hourly employees.
- Staff who work in crews or who must be available office hours.

If you offer flex time, what are your core hours?

- 7:00 am - 6:00 pm
- 8:00 am - 4:00 pm
- 8:00 am - 5:00 pm
- 8:30 am - 3:15 pm
- 8:30 am - 4:00 pm
- 9:00 am - 3:00 pm
- 9:00 am - 4:00 pm
- No set core hours