

ACEC Missouri Incentive Compensation & Perks Survey

- RESULTS -

1. **How much Net Income Before Taxes and Distributions (NIBTD) did your company earn in 2005? (Please check one.)**

- 1 - We lost money
- 2 - 0% to 5%
- 6 - 5.01% to 10%
- 8 - 10.01% to 15%
- 4 - 15.01% to 20%
- 4 - Over 20%

2. **Approximately what percentage of the above NIBTD did your company distribute? Because taxes not listed, sum will not add to 100%. If no distributions, put 0% by all.**

- 12 - Incentive compensation or bonus
- 0 - Retained earnings
- 1 - ESOP
- 0 - Stock dividends
- 1 - Additional 401K or retirement fund contribution
- 7 - Other, please name:
 - None
 - Question does not match responses
 - IC = 10%, Ret Earn = 15%, ESOP = 23%, Dividends 12
 - 50%, 6%, 0%, 0%, 9%, 0% as listed, respectively.
 - 19% ROE incr., 5% profit share, remainder = bonus
 - Bonuses and profit sharing 60 percent total
 - 40% bonus, 60% stock dividends

3. **In a normal or typical year, to what level in the company do you pay incentive compensation? (Check all that apply.)**

- 11 - Entry level administrative staff
- 10 - Mid-level administrative staff
- 10 - Advanced level administrative staff
- 9 - Entry level technical staff
- 10 - Mid-level technical staff
- 10 - Advanced level technical staff
- 12 - Entry level engineering staff
- 11 - Mid-level engineering staff
- 12 - Advanced level engineering staff
- 13 - Management staff
- 15 - Officers / Principals / Partners / Owners

4. **On a scale of 1 – 5, with 1 being longevity / loyalty and 5 being performance, where would you rank your company's basis for distributing incentive compensation? (Please check one.)**

- 0 - 1 = 100% longevity / loyalty based
- 1 - 2
- 5 - 3 = approximately 50 - 50
- 5 - 4
- 5 - 5 = 100% performance based

5. **On a scale of 1 – 5, with 1 being totally subjective somewhat arbitrary and 5 being meeting objectively measured number goals, where would you rank your company's performance basis for distributing incentive compensation?**
- 2 - 1 = 100% subjective
 - 3 - 2
 - 6 - 3 = approximately 50 – 50
 - 2 - 4
 - 3 - 5 = 100% objectively measured number goals
6. **In a normal fiscal year of incentive compensation distribution, when does your company make that distribution within your fiscal year? (Please check one.)**
- 0 - After a successful project, on a project by project basis
 - 0 - Monthly
 - 2 - Quarterly
 - 4 - Semi-annually
 - 10 - Annually
 - 0 - Randomly, never a set time
7. **To what level staff does your company provide a car or car allowance? (Please check one.)**
- 7 - No one
 - 0 - Some below Officers / Principals / Partners
 - 4 - Some Officers / Principals / Partners
 - 3 - All Officers / Principals / Partners
 - 2 - On a case by case basis
8. **To what level staff does your company provide a company credit card for business expenses? (Please check all that apply.)**
- 3 - No one
 - 3 - Marketing staff
 - 5 - Those purchasing office supplies
 - 1 - Administrative staff
 - 1 - Technical staff
 - 3 - Engineering staff
 - 8 - Officers / Principals / Partners / Owners
 - 8 - On a need to have basis
9. **What additional perks does your company provide to Officers / Principals / Partners / Owners? (Check all that apply.)**
- 1 - Health club membership
 - 3 - Country club or golf club membership
 - 4 - Business or luncheon club membership
 - 0 - Personal trainer
 - 5 - Other, please name:
 - Spousal travel
 - None (3)
 - Extra insurance, retirement funds, condo use
10. **The following examples represent general descriptions of additional perks that might be offered to employees. Which does or would your company provide to employees? (Check all that apply.)**
- 9 - Weekend or after hours personal use of a car or truck from the company pool of vehicles
 - 8 - Personal, but non-competitive and appropriate use of company owned computer

- 16 - Membership dues in professional or technical society
- 14 - Meeting expenses for participation in professional or technical society
- 15 - Professional licensure or registration fees for primary state
- 11 - Professional licensure or registration fees for other than primary state
- 14 - Professional licensure or registration fees for all states required by company
- 5 - Meeting space for employee led boy scout troop
- 3 - Refreshments for above troop
- 8 - Personal use of black and white printer, plotter, or copier by employee
- 7 - Personal use of color printer, plotter, or copier by employee
- 5 - Non-competitive use of company owned survey equipment by employee
- 2 - Other:
 - Use of Condo at Lake Ozarks, tuition reimbursement
 - Monetary and other support for charity activities

11. For an employee who wants to attend a seminar or continuing education that will benefit the company, not to exceed 3 days away from the office, what level of reimbursement or participation does your company provide? (Check all that apply.)

- 0 - No support provided
- 4 - Registration fee up to \$300
- 4 - Registration fee \$301 to \$500
- 8 - Registration fee greater than \$500
- 10 - Paid time off to attend
- 8 - Automobile transportation cost
- 10 - Air fare up to \$400
- 10 - Motel or hotel
- 9 - Meals, while away from home
- 2 - All expense encompassing flat rate reimbursement of \$:
 - Determined case by case, no predefined levels
 - If we approve attendance, we pay all costs

12. For an employee who wants to take a college credit course which may or may not lead to a degree, regardless of benefit to company, what level of reimbursement or participation does your company provide? (Check all that apply.)

- 3 - No support provided
- 7 - Tuition, at state supported institution rate
- 6 - Full tuition, private or state supported
- 6 - Fees, laboratory or otherwise
- 4 - Books
- 0 - Paid time off to attend
- 6 - Business hours off to attend, hours made up later
- 3 - All expenses encompassing flat rate reimbursement of \$:
 - Portion of \$\$ based on grade attained
 - Determined on a case by case basis
 - \$2,500 annual max.

13. Please provide any comments you would like to share regarding incentive compensation or perks.

- We have difficulty distributing incentive compensation and obtaining perception that it was fair. Results will be interesting.
- For employees; retention is better than recruitment, so within reason, do what you must to keep the good employees as well as to get new, highly regarded hires. Be fair and consistent. Compensation and perks for owner/principals could be whatever is fair and reasonable to all owner/principals and to the company, and meets ethical and tax law requirements.
- Tuition assistance level depends on course(s) involved and individual requesting. Support ranges from 0-100%.
- Was 401k covered? We contribute 6% to all employees, so that we qualify for "safe harbor" status for high income staff. We also have a wellness program that is very well received.

14. What other business practice issues would you like surveyed?

- It would be interesting to develop a survey for response by our clients, gaining their perspective on the consulting industry.
- Recruiting practices and incentives.

15. How large is your firm?

- 0 - 1-10
- 2 - 11-25
- 3 - 26-50
- 1 - 51-100
- 3 - 101-200
- 7 - 201+