



CFMA 2020 CONTRACTOR SALARY AND BENEFIT SURVEY
(Note that all information is confidential and anonymous)

Please take a few moments to complete this questionnaire and return it to: Howard Loomis at infosv@squarmilner.com by **October 12, 2020**. Or, you may fax it to (408) 385-3499 or mail it to Howard Loomis, Squar Milner, LLP, 267 East Campbell Avenue, Suite 200, Campbell, CA 95008 by **October 12, 2020**. If you have any questions, contact Howard Loomis at hloomis@squarmilner.com or (408) 385-3400. If you would like to receive a free copy of the survey, be sure to fill out the information page on page 6. *Thank you for participating!*

I. Information About Your Company

1. Are you a (check all that apply): General Contractor Sub Contractor Developer
2. What is your primary license: Class A Class B Class C
3. List specialty licenses in descending order in revenue: _____
4. Annual revenues (for most current fiscal year):
 Less than \$1 million \$1 - 5 million \$5 – 20 million
 \$20 – 50 million \$50 -100 million \$100 – 200 million
 \$200 million or more
5. Please estimate the percentage of annual construction-related revenue derived from each of the following sources: *(the total of all percentages should equal 100%)*
Government _____% Commercial _____% Residential _____% Industrial _____% Other _____%
6. Number of offices: _____
7. Location (check all that apply) Bay Area Monterey Bay Central Valley
 Southern California Nevada Other: _____
8. Are you: Union Open-shop Both
9. Total number of employees (office and field): Full-time or equivalent: _____ Part-time _____
10. Total number of field employees (on average): Union Employees _____ Non-union Employees _____
11. Type of ownership: Corporation S-Corporation Partnership
Other (please specify) _____
12. Your title: _____

II. Compensation

Using annual figures, please indicate number of individuals per position (if greater than one) and average compensation for the positions listed as follows:

Position	Base Salary		Annual Bonuses	
	#	Average	#	Average

Accounting

• Chief financial officer (the person in charge of the money)	_____	_____	_____	_____
• Controller (with or without CFO, responsible to produce financial statements, runs accounting department)	_____	_____	_____	_____
• Full charge bookkeeper	_____	_____	_____	_____
• Assistant controller/accounting mgr. (responsible through G/L)	_____	_____	_____	_____
• Cost accountant (performs financial analysis of company activities)	_____	_____	_____	_____
• Staff accountant (degreed or very experienced accounting professional)	_____	_____	_____	_____
• Clerks (Accounts Payable/Accounts Receivable/Payroll)	_____	_____	_____	_____
• Other: _____	_____	_____	_____	_____

Position	Base Salary		Annual Bonuses	
	#	Average	#	Average
<u>Office</u>				
• Chief executive officer (the person in charge of the company)	_____	_____	_____	_____
• Chief operating officer (the person in charge of construction)	_____	_____	_____	_____
• Vice president - other	_____	_____	_____	_____
• Top sales/marketing executive	_____	_____	_____	_____
• Executive Secretary or assistant	_____	_____	_____	_____
• Marketing Manager	_____	_____	_____	_____
• Project or Department secretary/asst.	_____	_____	_____	_____
• Receptionist (phone, mail, general office duties)	_____	_____	_____	_____
• Administrative/office manager (directs activities of the clerical function of the company, supervises others)	_____	_____	_____	_____
• Risk Manager (responsible for insurance & risk management)	_____	_____	_____	_____
• Human Resource Director (responsible for human resources)	_____	_____	_____	_____
• Human Resource Administrator	_____	_____	_____	_____
• Other: _____	_____	_____	_____	_____
<u>Estimating</u>				
• Pre-Construction Executive (responsible for monitoring all pre-construction services, staff development, client relationships, business development)	_____	_____	_____	_____
• Senior Estimator (responsible for all pricing of projects, a staff of estimators, reviews estimates of others)	_____	_____	_____	_____
• Estimator (competent to take full responsibility to put together a project estimate)	_____	_____	_____	_____
• Junior Estimator (assists other in estimating department)	_____	_____	_____	_____
• Other: _____	_____	_____	_____	_____
<u>Operations</u>				
• Project Executive (Manage all project team members, responsible for client relationships, staff development, and accurate financial projections)	_____	_____	_____	_____
• Senior project manager (PM's report to them, responsible for more than one project at a time or large projects)	_____	_____	_____	_____
• Project manager (responsibility for complete project)	_____	_____	_____	_____
• Junior/Assistant project manager (entry level position, could be right out of school, or field promotion)	_____	_____	_____	_____
• General superintendent (supervises the field construction activities, could be executive position)	_____	_____	_____	_____
• Job site superintendent (complete responsibility for the actual field operations of the project)	_____	_____	_____	_____
• Foreman (responsible for a section of the field operations of a project, directs the efforts of others)	_____	_____	_____	_____
• Safety Director (responsible for all company safety)	_____	_____	_____	_____
• Safety Engineer (responsible for individual job site safety and reports to Safety Director)	_____	_____	_____	_____
• Purchasing agent (responsible for centralized purchasing of material and supplies for all the company projects)	_____	_____	_____	_____
• Dispatcher	_____	_____	_____	_____
• Other: _____	_____	_____	_____	_____

Position	Base Salary		Annual Bonuses	
	#	Average	#	Average
<u>Engineering</u>				
• Senior project engineer (leads multiple engineering projects)	_____	_____	_____	_____
• Project engineer (heavy assisting of PM or Supt., might have responsibility for a section of the project)	_____	_____	_____	_____
• Junior/Assistant project engineer (usually a jobsite position, could be first job out of school or field promotion, assists PM)	_____	_____	_____	_____
• Virtual Design and Construction/Building Information Modeling Manager (responsible for plan and oversee the execution of VDC)	_____	_____	_____	_____
• Virtual Design and Construction/Building Information Modeling Engineer/Modeler (works with the project team to Develop 3D pre-construction and construction models)	_____	_____	_____	_____
• Other: _____	_____	_____	_____	_____

IT/Data Processing

• Chief information officer (person in charge of IT)	_____	_____	_____	_____
• MIS/Network Manager (total resp. for the MIS system)	_____	_____	_____	_____
• Network Administrator (administers the MIS system for another)	_____	_____	_____	_____
• Programmer (writes and debugs codes)	_____	_____	_____	_____
• Other: _____	_____	_____	_____	_____

III. Staff/Personnel Issues

1. What is your most successful employee recruiting approach?

2. What is your most successful approach in retaining field workers?

3. What is your most successful approach in retaining office workers? _____

4. What basis do you use to determine compensation increases, other than promotions (for example, union percentage, Consumer Price Index, etc.): _____

5. When are increases made (for example, quarterly, biannually or annually)? _____

a. What was the average increase in salaries for 2019? _____%

b. What is the anticipated average increase for 2020? _____%

6. Do you have any of the following plans?

	Office		Field	
	Yes	No	Yes	No
a. Defined benefit pension plan	_____	_____	_____	_____
b. Defined contribution/money purchase plan	_____	_____	_____	_____
c. Profit-sharing pension plan	_____	_____	_____	_____
d. Participatory plan [401(k)] in which employees contribute before-tax dollars – Employer Match ___%	_____	_____	_____	_____
e. Incentive compensation. Describe: _____	_____	_____	_____	_____
f. Other: _____	_____	_____	_____	_____

	<u>Employee</u>		<u>Family</u>	
	<u>Yes</u>	<u>No</u>	<u>Yes</u>	<u>No</u>
7. Do you offer the following insurance coverage to employees and dependents?				
a. Medical – type(s) offered (circle all that apply)				
HSA HCA HMO PPO Other _____	_____	_____	_____	_____
b. Dental	_____	_____	_____	_____
c. Vision	_____	_____	_____	_____
d. Long-term disability	_____	_____	_____	_____
e. Life	_____	_____	_____	_____
f. Other: _____	_____	_____	_____	_____

8. For medical insurance, does the employee contribute to the premium? Yes No
 If yes, what percent of total premium does employee pay? for self _____% for dependents _____%

9. Are there any other significant benefits provided to employees (club dues, educational expenses, professional associations, car allowance, etc.)?

10. Benefits Provided to Operations Personnel – see page 5

IV. Financial Information

1. What percentage of your total volume is from bonded jobs _____%
2. Do you have a bank line of credit? Yes No
3. What level of assurance services is performed on your year-end financial statements?
 - a. Audited _____
 - b. Reviewed _____
 - c. Compiled _____
 - d. None – internal financial statements only _____

4. Please list the five biggest challenges facing your company in the next five years.

V. Comments/Suggestions

Thank you for your participation!

Want to receive a free copy of the survey results? If so, fill out the following (**PLEASE PRINT**), or include your business card:

Name: _____ Title: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____ E-mail: _____

