



January 2, 2019

Dear Colleague,

You are invited to participate in our annual compensation and benefits survey of architects, designers, engineers and constructors. Conducted by DI Research, this annual study represents one of the most trusted surveys of its kind, offering credible and independent data used widely by leading design organizations, professional services firms and corporations. A print survey is enclosed **or you can complete an online PDF at www.di.net/surveys/comp**

We hope that you or your human resources lead will take the time to fill out the survey. Although we ask to receive only one survey from your location, a duplicate survey may have been sent to your human resources department for your convenience. If you have multiple offices and the compensation in your different office locations varies, please consider completing a survey for each location. This will help us to present richer regional data.

Approximations are acceptable.

If it will help you in completing this year's survey, we can send you a copy of your firm's completed survey from previous years. Just let us know.

This project is supported by the executive board of the Design Futures Council, representing the most successful design firms worldwide. You can be assured that the DesignIntelligence research staff will maintain complete confidentiality with the information gathered. Data is compiled, aggregated, organized and reported so that no firm or individual can be identified.

As a thank you for your time, we will send you a complimentary copy of the abbreviated research report for submitting your survey by the deadline of February 8, 2019. You will also have the opportunity to purchase the full report at the discounted rate of \$395 (a \$795 value).

With best wishes,

David G. Gilmore
President, DesignIntelligence

Mary Pereboom
Principal, Research & Administration

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Where would you like your report sent? Please print the information below or simply attach your business card.

Name \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

**DesignIntelligence 25 Technology Parkway South Suite 101 Peachtree Corners, GA 30092**  
**Phone: (678) 785-3350 Fax: (678) 785-3385**



Fill in the survey online: [www.di.net/surveys/comp](http://www.di.net/surveys/comp)

Scan and email to [mpereboom@di.net](mailto:mpereboom@di.net)

Or complete and return this version by fax: (678) 785-3385 or mail:

Confidential Compensation Survey, DesignIntelligence  
25 Technology Parkway So., Suite 101  
Peachtree Corners, GA 30092

# 2019 Compensation & Benefits Survey of Architects, Designers, Engineers and Constructors

Surveys due February 8, 2019

## ABOUT YOUR ORGANIZATION

- 1. Location of your office (city, state): \_\_\_\_\_
- 2. Number of additional locations of your firm: \_\_\_\_\_
- 3. Approximate total number of full-time equivalent staff (includes technical and non-technical) in all locations: \_\_\_\_\_  
                     \_\_\_\_\_ (technical)                      \_\_\_\_\_ (non-technical)

4. Approximate total number of partners/owners in all locations: \_\_\_\_\_

5. Indicate all geographic regions in which your organization is represented with an office:

- East (Connecticut, Delaware, District of Columbia, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont)
- Midwest (Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, and Wisconsin)
- South (Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia, and West Virginia)
- West (Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming)
- Africa
- Asia (excluding China)
- China
- Europe
- Middle East
- Other (Specify) \_\_\_\_\_

- 6. Organization-wide gross revenues for 2018: \$ \_\_\_\_\_
- 7. Organization-wide profitability (as a percent of gross revenue) for 2018: \_\_\_\_\_ %
- 8. Organization-wide net service revenue for 2018: \$ \_\_\_\_\_
- 9. Organization-wide profitability (as a percent of net service revenue) for 2018: \_\_\_\_\_ %

**10. Organization-wide revenue change rate for 2018 from the previous year:**

|                                        |                                     |                                                |
|----------------------------------------|-------------------------------------|------------------------------------------------|
| <input type="checkbox"/> -25% and more | <input type="checkbox"/> -7% to -9% | <input type="checkbox"/> 7% to 9%              |
| <input type="checkbox"/> -22% to -24%  | <input type="checkbox"/> -4% to -6% | <input type="checkbox"/> 10% to 12%            |
| <input type="checkbox"/> -19% to -21%  | <input type="checkbox"/> -1% to -3% | <input type="checkbox"/> 13% to 15%            |
| <input type="checkbox"/> -16% to -18%  | <input type="checkbox"/> 0          | <input type="checkbox"/> 16% to 18%            |
| <input type="checkbox"/> -13% to -15%  | <input type="checkbox"/> 1% to 3%   | <input type="checkbox"/> 19% and more          |
| <input type="checkbox"/> -10% to -12%  | <input type="checkbox"/> 4% to 6%   | <input type="checkbox"/> Other (Specify) _____ |

**11. Services offered by your organization: (Select all that apply.)**

|                                             |                                                  |                                                               |
|---------------------------------------------|--------------------------------------------------|---------------------------------------------------------------|
| <input type="checkbox"/> Architecture       | <input type="checkbox"/> Engineering, structural | <input type="checkbox"/> Planning                             |
| <input type="checkbox"/> Design-build       | <input type="checkbox"/> Landscape architecture  | <input type="checkbox"/> Urban design                         |
| <input type="checkbox"/> Engineering, civil | <input type="checkbox"/> Interior design         | <input type="checkbox"/> Environmental graphic design/signage |
| <input type="checkbox"/> Engineering, MEP   | <input type="checkbox"/> Graphic design          | <input type="checkbox"/> Other (Specify) _____                |

**12. What is the dominant service offered by your organization? (Select one.)**

|                                             |                                                  |                                                               |
|---------------------------------------------|--------------------------------------------------|---------------------------------------------------------------|
| <input type="checkbox"/> Architecture       | <input type="checkbox"/> Engineering, structural | <input type="checkbox"/> Planning                             |
| <input type="checkbox"/> Design-build       | <input type="checkbox"/> Landscape architecture  | <input type="checkbox"/> Urban design                         |
| <input type="checkbox"/> Engineering, civil | <input type="checkbox"/> Interior design         | <input type="checkbox"/> Environmental graphic design/signage |
| <input type="checkbox"/> Engineering, MEP   | <input type="checkbox"/> Graphic design          | <input type="checkbox"/> Other (Specify) _____                |

**COMPENSATION – IN YOUR OFFICE LOCATION ONLY:**

- Include salaries **paid in your office location only**, effective Nov. 1, 2018.
- For questions 13–27, do not include salaries that will be reported in questions 28–29 for executive staff
- “Annual base compensation” includes annual salary plus overtime (if applicable) **rounded to the nearest \$1,000**. Do not include bonuses.
- Indicate lowest, highest, and median amount paid for each position. **Approximations are acceptable.**
- If only one person is employed in a position or if you know only the average for a position, enter it as the median.
- If your organization does not have a position listed, leave it blank.
- “2019 bonus as a percent of salary” should include all bonuses, including annual, performance, signing, project, etc.

| 13. IDP or equivalent INTERNS | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|-------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                               | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Year 1 Intern                 |                                        |        |         |                                 |                                           |
| Year 2 Intern                 |                                        |        |         |                                 |                                           |
| Year 3 Intern                 |                                        |        |         |                                 |                                           |

Percentage of male/female for interns: \_\_\_\_% / \_\_\_\_%

| 14. SPECIALIZED AND SUPPORT STAFF | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|-----------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                   | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Business development director     |                                        |        |         |                                 |                                           |
| Marketing director                |                                        |        |         |                                 |                                           |
| Marketing associate               |                                        |        |         |                                 |                                           |
| IT manager                        |                                        |        |         |                                 |                                           |
| Human resources manager           |                                        |        |         |                                 |                                           |
| Office manager                    |                                        |        |         |                                 |                                           |
| Executive assistant               |                                        |        |         |                                 |                                           |
| Administrative assistant          |                                        |        |         |                                 |                                           |

Percentage of male/female for specialized and support staff: \_\_\_\_% / \_\_\_\_%

| 15. ARCHITECTS (licensed)         | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|-----------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                   | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Architect 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Architect 10–14 years' experience |                                        |        |         |                                 |                                           |
| Architect 15–19 years' experience |                                        |        |         |                                 |                                           |
| Architect 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for licensed architects: \_\_\_\_% / \_\_\_\_%

| 16. ARCHITECTS (unlicensed)       | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|-----------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                   | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Architect 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Architect 10–14 years' experience |                                        |        |         |                                 |                                           |
| Architect 15–19 years' experience |                                        |        |         |                                 |                                           |
| Architect 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for unlicensed architects: \_\_\_\_% / \_\_\_\_%

| 17. PROJECT ARCHITECTS            | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|-----------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                   | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Architect 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Architect 10–14 years' experience |                                        |        |         |                                 |                                           |
| Architect 15–19 years' experience |                                        |        |         |                                 |                                           |
| Architect 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for project architects: \_\_\_\_% / \_\_\_\_%

| 18. PROJECT MANAGERS                    | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|-----------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                         | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Project manager 0–4 years' experience   |                                        |        |         |                                 |                                           |
| Project manager 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Project manager 10–14 years' experience |                                        |        |         |                                 |                                           |
| Project manager 15–19 years' experience |                                        |        |         |                                 |                                           |
| Project manager 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for project managers: \_\_\_\_% / \_\_\_\_%

| 19. CONSTRUCTION ADMINISTRATORS         | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|-----------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                         | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Project manager 0–4 years' experience   |                                        |        |         |                                 |                                           |
| Project manager 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Project manager 10–14 years' experience |                                        |        |         |                                 |                                           |
| Project manager 15–19 years' experience |                                        |        |         |                                 |                                           |
| Project manager 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for construction administrators: \_\_\_% / \_\_\_%

| 20. SPECIFICATION WRITERS               | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|-----------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                         | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Project manager 0–4 years' experience   |                                        |        |         |                                 |                                           |
| Project manager 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Project manager 10–14 years' experience |                                        |        |         |                                 |                                           |
| Project manager 15–19 years' experience |                                        |        |         |                                 |                                           |
| Project manager 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for specifications writers: \_\_\_% / \_\_\_%

| 21. INTERIOR DESIGNERS                    | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|-------------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                           | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Interior designer 0–4 years' experience   |                                        |        |         |                                 |                                           |
| Interior designer 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Interior designer 10–14 years' experience |                                        |        |         |                                 |                                           |
| Interior designer 15–19 years' experience |                                        |        |         |                                 |                                           |
| Interior designer 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for interior designers: \_\_\_% / \_\_\_%

| 22. LANDSCAPE ARCHITECTS                    | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|---------------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                             | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Landscape architect 0–4 years' experience   |                                        |        |         |                                 |                                           |
| Landscape architect 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Landscape architect 10–14 years' experience |                                        |        |         |                                 |                                           |
| Landscape architect 15–19 years' experience |                                        |        |         |                                 |                                           |
| Landscape architect 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for landscape architects: \_\_\_% / \_\_\_%

| 23. GRAPHIC DESIGNERS                    | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|------------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                          | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Graphic designer 0–4 years' experience   |                                        |        |         |                                 |                                           |
| Graphic designer 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Graphic designer 10–14 years' experience |                                        |        |         |                                 |                                           |
| Graphic designer 15–19 years' experience |                                        |        |         |                                 |                                           |
| Graphic designer 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for graphic designers: \_\_\_% / \_\_\_%

| 24. ENGINEERS, MEP                   | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|--------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                      | Lowest                                 | Median | Highest | Median                          | Median                                    |
| MEP engineer 0–4 years' experience   |                                        |        |         |                                 |                                           |
| MEP engineer 5–9 years' experience   |                                        |        |         |                                 |                                           |
| MEP engineer 10–14 years' experience |                                        |        |         |                                 |                                           |
| MEP engineer 15–19 years' experience |                                        |        |         |                                 |                                           |
| MEP engineer 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for MEP engineers: \_\_\_% / \_\_\_%

| 25. ENGINEERS, STRUCTURAL                   | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|---------------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                             | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Structural engineer 0–4 years' experience   |                                        |        |         |                                 |                                           |
| Structural engineer 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Structural engineer 10–14 years' experience |                                        |        |         |                                 |                                           |
| Structural engineer 15–19 years' experience |                                        |        |         |                                 |                                           |
| Structural engineer 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for structural engineers: \_\_\_% / \_\_\_%

| 26. ENGINEERS, CIVIL                   | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|----------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                        | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Civil engineer 0–4 years' experience   |                                        |        |         |                                 |                                           |
| Civil engineer 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Civil engineer 10–14 years' experience |                                        |        |         |                                 |                                           |
| Civil engineer 15–19 years' experience |                                        |        |         |                                 |                                           |
| Civil engineer 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for civil engineers: \_\_\_% / \_\_\_%

| 27. URBAN PLANNERS                    | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|---------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                       | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Urban planner 0–4 years' experience   |                                        |        |         |                                 |                                           |
| Urban planner 5–9 years' experience   |                                        |        |         |                                 |                                           |
| Urban planner 10–14 years' experience |                                        |        |         |                                 |                                           |
| Urban planner 15–19 years' experience |                                        |        |         |                                 |                                           |
| Urban planner 20+ years' experience   |                                        |        |         |                                 |                                           |

Percentage of male/female for structural urban planners: \_\_\_% / \_\_\_%

| 28. EXECUTIVE STAFF                       | Current annual base compensation range |        |         | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|-------------------------------------------|----------------------------------------|--------|---------|---------------------------------|-------------------------------------------|
|                                           | Lowest                                 | Median | Highest | Median                          | Median                                    |
| Associate principal, owner/equity         |                                        |        |         |                                 |                                           |
| Associate principal, non-owner/non-equity |                                        |        |         |                                 |                                           |
| Principal, owner/equity                   |                                        |        |         |                                 |                                           |
| Principal, non-owner/non-equity           |                                        |        |         |                                 |                                           |
| Partner, owner/equity                     |                                        |        |         |                                 |                                           |

Percentage of male/female for executives: \_\_\_% / \_\_\_%

| 29. C-TITLE EXECUTIVE STAFF                        | Current annual base compensation range |        | Projected 2019 percent increase | Projected 2019 bonus as percent of salary |
|----------------------------------------------------|----------------------------------------|--------|---------------------------------|-------------------------------------------|
|                                                    |                                        | Median | Median                          | Median                                    |
| Chief operations officer                           |                                        |        |                                 |                                           |
| Chief financial officer                            |                                        |        |                                 |                                           |
| Chief marketing officer                            |                                        |        |                                 |                                           |
| Chief information officer                          |                                        |        |                                 |                                           |
| Chief human resources officer                      |                                        |        |                                 |                                           |
| Chief design officer                               |                                        |        |                                 |                                           |
| Chief sustainability officer (sustainability lead) |                                        |        |                                 |                                           |
| Chief executive officer/President                  |                                        |        |                                 |                                           |
| Chairman                                           |                                        |        |                                 |                                           |

Percentage of male/female for C-title executive staff: \_\_\_% / \_\_\_%

30. Percentage male/female of total leadership: \_\_\_% / \_\_\_%

31. Do you have a merit-based performance system in place for those at the partner/principal level? \_\_\_ Yes \_\_\_ No

32. When considering total bonus compensation paid to shareholders, please show the percent that is merit-based versus ROI on share ownership.

|                                 |             |
|---------------------------------|-------------|
| Merit-based                     | ___%        |
| ROI on share ownership          | ___%        |
| <b>Total bonus compensation</b> | <b>100%</b> |

33. Are some design staff compensated at a higher level based on the market segment they work in? \_\_\_ Yes \_\_\_ No

34. If so, for which market sectors?

- |                                           |                                                |                                                  |
|-------------------------------------------|------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Corporate        | <input type="checkbox"/> Industrial/Technology | <input type="checkbox"/> Sports                  |
| <input type="checkbox"/> Higher Education | <input type="checkbox"/> Museum/Cultural       | <input type="checkbox"/> Aviation/Transportation |
| <input type="checkbox"/> K-12             | <input type="checkbox"/> Religious             | <input type="checkbox"/> Entertainment/Gaming    |
| <input type="checkbox"/> Government       | <input type="checkbox"/> Residential-Single    | <input type="checkbox"/> Mixed-Use               |
| <input type="checkbox"/> Healthcare       | <input type="checkbox"/> Residential-Multi.    | <input type="checkbox"/> Other (Specify) _____   |
| <input type="checkbox"/> Hospitality      | <input type="checkbox"/> Retail/Commercial     |                                                  |

35. Are some design staff compensated at a higher level based on the cities that they live in? \_\_\_ Yes \_\_\_ No

36. If so, for which cities?

- |                                   |                                        |                                                |
|-----------------------------------|----------------------------------------|------------------------------------------------|
| <input type="checkbox"/> Boston   | <input type="checkbox"/> Denver        | <input type="checkbox"/> Seattle               |
| <input type="checkbox"/> London   | <input type="checkbox"/> Hong Kong     | <input type="checkbox"/> Singapore             |
| <input type="checkbox"/> Shanghai | <input type="checkbox"/> Los Angeles   | <input type="checkbox"/> Washington DC         |
| <input type="checkbox"/> Chicago  | <input type="checkbox"/> New York      | <input type="checkbox"/> Other (Specify) _____ |
| <input type="checkbox"/> Dallas   | <input type="checkbox"/> San Francisco | <input type="checkbox"/> Other (Specify) _____ |

**37. Average annual salary for recent graduates with a bachelor’s degree (rounded to nearest \$1,000)**

|                        |    |
|------------------------|----|
| <b>Undergraduate</b>   | \$ |
| Architecture           | \$ |
| Interior Design        | \$ |
| Landscape Architecture | \$ |
| Graphic Design         | \$ |
| MEP Engineering        | \$ |
| Structural Engineering | \$ |
| Civil Engineering      | \$ |

**38. Average annual salary for recent graduates with a master’s degree (rounded to nearest \$1,000)**

|                        |    |
|------------------------|----|
| <b>Graduate</b>        | \$ |
| Architecture           | \$ |
| Interior Design        | \$ |
| Landscape Architecture | \$ |
| Graphic Design         | \$ |
| MEP Engineering        | \$ |
| Structural Engineering | \$ |
| Civil Engineering      | \$ |

**39. Does your organization pay any expenses associated with test preparation for licensing?**  Yes  No

1–25%     26–50%     51–75%     76–100%     Other (specify)

**40. Upon architect licensure, how much is compensation typically increased?**

0     5% to 9%     Other (specify as a percentage of base compensation) \_\_\_\_\_%

1% to 4%     10% to 14%

**41. What is the breakdown of licensed/unlicensed architects on staff?**

|                         |             |
|-------------------------|-------------|
| Licensed architects     | %           |
| Unlicensed architects   | %           |
| <b>Total architects</b> | <b>100%</b> |

**42. Does your organization have a documented compensation strategy?**  Yes  No

**43. Has your organization paid any signing bonuses in the past year?**  Yes  No

**44. If so, how much is the average signing bonus as a percentage of the new hire’s salary?** \_\_\_\_\_%

**If signing bonus is a lump sum payment, what is the average amount?** \_\_\_\_\_\$

**45. Has your organization paid any performance-based bonuses to staff (excluding partners/principals) in the past year?**  Yes  No

**46. If so, what percentage of staff received such a bonus?** \_\_\_\_\_%

**47. Does your organization offer any additional kinds of bonuses to some or all staff?**

|                                         |                                        |                                                |
|-----------------------------------------|----------------------------------------|------------------------------------------------|
| <input type="checkbox"/> Referral bonus | <input type="checkbox"/> Project bonus | <input type="checkbox"/> Registration          |
| <input type="checkbox"/> Profit Sharing | <input type="checkbox"/> LEED          | <input type="checkbox"/> Finder’s Fee          |
| <input type="checkbox"/> Year End       | <input type="checkbox"/> Holiday       | <input type="checkbox"/> High Performance      |
| <input type="checkbox"/> Spot           | <input type="checkbox"/> Relocation    | <input type="checkbox"/> Other (Specify) _____ |



48. What is the target utilization for the firm? Utilization = (Billable hours per week / 40 hours per work week) x 100

- a. Technical (all full-time equivalent) \_\_\_\_\_
- b. Non-technical (all full-time equivalent) \_\_\_\_\_
- c. Firm-wide (technical and non-technical, all full-time equivalent) \_\_\_\_\_

## BENEFITS

49. What is the multiplier on base compensation that is used to cover benefits?

50. Does your organization have budget for continuing education and training?

- For senior-most leadership - \_\_\_ Yes \_\_\_ No
- For middle management - \_\_\_ Yes \_\_\_ No
- For professionals with 20+ years of experience - \_\_\_ Yes \_\_\_ No
- For professionals with 10–20 years of experience - \_\_\_ Yes \_\_\_ No
- For professionals with less than 10 years of experience - \_\_\_ Yes \_\_\_ No

51. Number of paid days off offered in your office location each year:

|                                                                    | Employee | Partner/Owner |
|--------------------------------------------------------------------|----------|---------------|
| Paid Holiday                                                       |          |               |
| Paid Sick days                                                     |          |               |
| Paid Vacation                                                      |          |               |
| Other PTO                                                          |          |               |
| <b>Total</b> (sum of above)<br>OR Annual Lump<br>Sum Allowable PTO |          |               |

52. Does the firm give employees an allowance for performing pro bono work? \_\_\_ Yes \_\_\_ No

If so, how many hours/year of pro bono work are employees compensated for? \_\_\_\_\_

53. Additional benefits offered to both employees and partners/owners (Select all that apply.)

- |                                                                  |                                                                                  |                                                 |
|------------------------------------------------------------------|----------------------------------------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> 401(k) or IRA                           | <input type="checkbox"/> Life insurance/ADD                                      | <input type="checkbox"/> Short-term disability  |
| <input type="checkbox"/> Association dues                        | <input type="checkbox"/> Long-term disability                                    | <input type="checkbox"/> Transportation subsidy |
| <input type="checkbox"/> Continuing education reimbursement      | <input type="checkbox"/> Employee medical insurance (Percent paid by firm _____) | <input type="checkbox"/> Vision insurance       |
| <input type="checkbox"/> Dental insurance                        | <input type="checkbox"/> Family medical insurance (Percent paid by firm _____)   | <input type="checkbox"/> Cell phone             |
| <input type="checkbox"/> Flexible spending                       | <input type="checkbox"/> Pension                                                 | <input type="checkbox"/> Other (Specify) _____  |
| <input type="checkbox"/> LEED AP exam expenses (full or partial) | <input type="checkbox"/> Profit sharing                                          | _____                                           |

54. List any additional benefits offered to only partners/owners:

## DEMOGRAPHICS of your office location only

55. Average age of partners/owners: \_\_\_\_\_

56. Average age of staff not including partners/owners: \_\_\_\_\_

57. Annual voluntary turnover rate in your office: \_\_\_ % Turnover = (# of staff that departed in 2017/ Average total # of staff in 2017) X 100

58. Annual involuntary turnover rate in your office: \_\_\_\_ % Turnover = (# of staff that departed in 2017/ Average total # of staff in 2017) X 100

59. Percentage male/female of total staff: Male \_\_\_\_% Female \_\_\_\_%

60. Race/ethnicity of staff by Equal Employment Opportunity Commission category (total must equal 100%):

|                                           |             |
|-------------------------------------------|-------------|
| Hispanic or Latino                        | _____       |
| White                                     | _____       |
| Black or African American                 | _____       |
| Native Hawaiian or Other Pacific Islander | _____       |
| Asian                                     | _____       |
| American Indian or Alaska Native          | _____       |
| Two or more races                         | _____       |
| <b>TOTAL</b>                              | <b>100%</b> |

Fill in the survey online via PDF: [www.di.net/surveys/comp](http://www.di.net/surveys/comp)  
Scan and email to [mpereboom@di.net](mailto:mpereboom@di.net) (preferred method)

OR return this questionnaire by fax: (678) 785-3385 or mail:

**Confidential Compensation Survey**  
**DesignIntelligence**  
**25 Technology Parkway South, Suite 101**  
**Peachtree Corners, GA 30092**

**Questions** about the survey? Call DesignIntelligence at (678) 785-3350.