



2024 AGC Benefits and Compensation Survey

Instructions for Participants

Survey Facilitated by Lane Gorman Trubitt, LLC



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AGC Survey Instructions

This is not the survey. Please click the link sent to your email to input your survey responses.

The AGC Benefits Survey has information that you need to gather before you complete the survey online. This document is designed to inform you of all needed information.

Contact Information

Please tell us who is taking the survey! We will also need to know what AGC chapter you are a member of and what type of contractor. You will choose which portion of the survey to participate in. If you choose “Benefits Only” you will not see the Compensation portion and vice versa. If you choose “Benefits and Compensation” you will see the entire survey.

*** If you answer yes to receiving an electronic copy of the survey, your AGC Chapter will bill you for your results, not LGT***

Company Size

Everyone will complete this section. In this section you will need the following information:

- Fiscal year 2022 revenue
- Number of permanent employees
- Number of exempt management/professional employees
- Number of nonexempt admin/support employees
- Number of hourly field employees
- Average number of temporary field EEs during the last 12 months

Salary Planning

Everyone will complete this section. In this section you will need the following information:

- Month of fiscal year end for salary planning
- Company’s formal salary (if you have one)
- The percent of adjustments to ranges that will be made for the current and next fiscal year for exempt, nonexempt, and field hourly ranges
- The planned percent salary increases for the current and next fiscal year average

Hiring Practices

Everyone will answer this section. You will need to formal hiring rates, mentoring, training, college preference, and average salary offers for Bachelor and Master degrees.

Benefits Section

Automobile/Mileage Allowance

For each of the job families listed, indicate the number of incumbents who are furnished with an automobile or truck. The following is a list of questions that will be asked in each job group:

- Number of cars at each position
- Number of trucks at each position
- Auto allowance per month
- Number of employees with gasoline credit cards
- Number with fixed dollar gas allowance
- Amount of gasoline allowance per month
- Number of mileage reimbursement for business use of personal vehicle
- Cent per mile for mileage reimbursement

Medical Coverage PPO, HMO, Traditional Major Medical, and High Deductible Health Plan

For these questions you will choose yes or no on each of the types of medical plans. If you select yes you will need to answer:

- The monthly premium per employee paid to carrier
- Percentage of cost paid by the company
- Eligibility dates

You will also need to know the percent changed of medical premium at your last or pending renewal and what steps you have taken to reduce health insurance premium costs.

Dental Coverage

In this section you will answer the same questions as medical but for dental plans. You will also need to know how much of orthodontia is covered in your plan.

Vision Coverage

In this section you will need to know percent paid by the company for the employee and for their spouse and dependents.

Employee Life Insurance

In this section you will need to know percent paid by the company for the employee and for their spouse and dependents for all types of insurance offered.

Disability & Mental Health Initiative

In this section you will need to know the percentages paid by the company for short- and long-term disability insurance and if your company has a mental health initiative.

Retirement Plans

In this section we will need details about your retirement options and the cost to the company as a percent of payroll.

Paid Time Off, Sick Leave, and Paid Holidays

In this section we will need details about your paid time off including years of service at each level and annual accrual in days. We will also need the annual accrual for sick leave.



Have questions?
Contact our Survey Specialist.

Katie Cook

Senior Marketing Analyst

☎ 214.461.1513

✉ kcook@lgt-cpa.com

Compensation Section

Executive Positions

For your executive positions you will need information on

- Base salary
- Bonus
- Target bonus
- Additional {requisites such as airlineclub, country club, supplemental insurance/ benefits

Non Executive Positions

For each position you will need to know

- How many employees at the level
- Highest salary
- Lowest salary
- Average of all salaries at each level
- The formal salary range with minimum, midrange, and maximum

If the position is eligible for a bonus you will need to know

- Number of employees who recieved a bonus
- Highest bonus
- Lowest bonus
- Average of all bonuses
- Bonus type

Additional Positions

These include your controller, business development office, and marketing team.

For each position you will need to know

- How many employees at the level
- Highest salary
- Lowest salary
- Average of all salaries at each level
- The formal salary range with minimum, midrange, and maximum

If the position is eligible for a bonus you will need to know

- Number of employees who recieved a bonus
- Highest bonus
- Lowest bonus
- Average of all bonuses
- Bonus type

For position descriptions, see pages 6-17.

Position Descriptions at Each Level

All base salary and salary range data should be reported as of May 1, 2024. All bonus compensation earned in the past year should also be reported whether it is annual, project, or discretionary.

C-Suite Positions

| Position Title | Position Description |
|--------------------------|--|
| Chief Executive Officer | This is the highest position in the organization. |
| Chief Financial Officer | This is the senior financial executive. The incumbent has responsibility for primary and business unit accounting, tax accounting, and cash management. May also be responsible for foreign accounting, exchange and letters of credit, auditing, project finance, client credit management, fund raising in capital markets, information services, payroll, and office services |
| Human Resources Director | This is the top Human Resource Executive in the corporation, and manages compensation, benefits, staffing, compliance with legislation, management development, and training. |
| Controller | Top accounting and control position in the unit. Plans and directs all general and property accounting, and all budgeting; directs auditing; and monitors compliance with external accounting and reporting requirements. Reports to Finance, if Finance function is staffed. |

Project Management

| Position Title | Position Description |
|------------------------------|---|
| Project Management - Level 1 | <p>A Project Manager is responsible for the overall direction, completion, and financial outcome of a single project or multiple construction projects. Directs and supervises work of project administration, project superintendents, and engineers to establish operational priorities and maintain satisfactory relationships with owners, subcontractors, unions, etc. Level 1 is responsible for smaller, less complex projects generally under \$5 million in size.</p> <p><i>Typical position titles include Assistant Project Manager, Project Manager, and Project Manager I.</i></p> |
| Project Management - Level 2 | <p>All of the Level 1 responsibilities except Level 2 is responsible for smaller scale projects generally between \$5 to \$10 million in size.</p> <p><i>Typical position titles include Project Manager, and Project Manager II.</i></p> |
| Project Management - Level 3 | <p>All of the Level 2 responsibilities except Level 3 is responsible for medium scale projects generally between \$10 to \$30 million in size.</p> <p><i>Typical position titles include Senior Project Manager, Project Manager, and Project Manager III.</i></p> |
| Project Management - Level 4 | <p>All of the Level 3 responsibilities except Level 4 is responsible for medium scale projects generally between \$30 to \$50 million in size.</p> <p><i>Typical position titles include Senior Project Manager, Project Manager, and Project Manager III.</i></p> |
| Project Management - Level 5 | <p>All of the Level 4 responsibilities except Level 5 is responsible for large projects of a complex nature and/or multiple projects generally \$50 million and above in size.</p> <p><i>Typical position titles include Project Executive, and Senior Project Manager.</i></p> |

Project Superintendent

| Position Title | Position Description |
|--|--|
| Project Superintendent - Level 1 | <p>Normally requires previous experience as General Foreman of a single craft for field construction projects. This is the first supervisory level above Foreman. May either exercise direct supervision over laborers/craft workers, or be responsible for directing an assigned segment of a project within one or more crafts through a General Foreman or Foreman.</p> <p><i>Typical position titles include Assistant Superintendent, Field Superintendent, and General Foreman.</i></p> |
| Project Superintendent - Level 2 | <p>This level normally requires more experience than a Level 1 Superintendent does. This level position functions as any or all of the following:</p> <ul style="list-style-type: none"> • A second line supervisor having responsibility over several Level 1 Superintendents within one or more crafts. • A second line supervisor having multi-craft responsibility within designated areas. • On small projects of less than \$5 million, serves as the Senior Construction Supervisor or Project Superintendent. |
| Project/Field Superintendent - Level 3 | <p>This level is the top construction supervision level (but not Project Manager) in field construction activities. This level is responsible for organization, work methods, scheduling, cost control, conformity with drawings and specification, workmanship, and assignment of work to accomplish economic and expeditious execution of the work. Normally reports to Level 3 or higher Project Manager (see Project Management job family). Is capable of managing medium size projects from \$10 to \$30 million. May be designated the Project Superintendent or smaller projects between \$5 to \$10 million.</p> <p><i>Typical position titles include General Superintendent, Senior Superintendent, and Project Superintendent.</i></p> |
| Project/Field Superintendent - Level 4 | <p>This level is the top construction supervision level (but not Project Manager) in field construction activities. This level is responsible for organization, work methods, scheduling, cost control, conformity with drawings and specification, workmanship, and assignment of work to accomplish economic and expeditious execution of the work. Normally reports to Level 4, Job Family 1, Project Management or higher. May be designated the Project Superintendent on large projects of a complex nature \$50 million or larger.</p> <p><i>Typical position titles include General Superintendent and Senior Project Superintendent.</i></p> |

Project Superintendent

| Position Title | Position Description |
|----------------------------------|---|
| Project Superintendent - Level 5 | <p>This level is the top construction supervision level (but not Project Manager) in field construction activities. This level is responsible for organization, work methods, scheduling, cost control, conformity with drawings and to accomplish economic and expeditious execution of the work specification, workmanship, and assignment of work. Normally reports to Level 4, Job Family 1, Project Management or higher. May be designated the Project Superintendent on large projects of a complex nature \$50 million or larger.</p> <p><i>Typical position titles include General Superintendent and Senior Project Superintendent.</i></p> |

Estimating

| Position Title | Position Description |
|----------------------|---|
| Estimating - Level 1 | <p>This is the entry level for a BS or MS graduate. Works under close supervision, performing the routine aspects of estimating assignments requiring knowledge of basic principles of estimating.</p> <p><i>Typical position titles include Associate Estimator, Estimator, and Estimator I.</i></p> |
| Estimating - Level 2 | <p>This position normally requires a minimum of two years experience in estimating. Under general supervision, performs estimating engineering of less complex assignment(s). With additional experience within one specialty, the individual is expected to assist in the preparation of larger and more complex estimates</p> <p><i>Typical positions titles include Estimator, Estimator I, and Estimator II.</i></p> |
| Estimating - Level 3 | <p>This position normally requires a minimum of four years experience in estimating. This is the journey person level of estimating. Works under minimal supervision, and may provide some technical guidance to less experienced estimating personnel.</p> <p><i>Typical positions titles include Estimator, Estimator II, and Estimator III.</i></p> |
| Estimating - Level 4 | <p>This position normally requires a minimum of 10 years experience in estimating. This is normally referred to as a lead position and is the first level that includes responsibility for technical direction over a group of Estimating Engineers, or includes an individual who functions as a technical specialist formulating and developing advanced estimating engineering concepts. Do not report Chief Estimator here. This is not a supervisory level.</p> <p><i>Typical position titles include Senior Estimator and Senior Project Estimator.</i></p> |
| Estimating - Level 5 | <p>This position provides supervision and direction over the work performed by Estimators and Cost Engineers. This is the first level of administrative and supervisory personnel above those reported in Level 4 within an estimating and/or cost engineering discipline. This position normally requires 15+ years experience in estimating. Do not report your vice president or top corporate/ headquarters personnel here. Typical position titles include Chief Estimator and Estimating Executive.</p> |
| Estimating - Level 6 | <p>This is the top level of the operating Estimator. This level is normally the manager of an entire district and/or division estimating discipline. Normally requires 15+ years experience in estimating.</p> <p><i>Typical position titles include Estimating Executive and Division or District Chief Estimator.</i></p> |

Engineering

| Position Title | Position Description |
|-----------------------|---|
| Engineering - Level 1 | <p>This is the exempt entry level for a BS or MS graduate. Works under close supervision, performing the routine aspects of field or cost engineering assignments requiring knowledge of basic engineering.</p> <p><i>Typical position titles include Office Engineer.</i></p> |
| Engineering - Level 2 | <p>This DEGREED POSITION is the Cost or Office Engineer and normally requires a minimum of two years experience. This position coordinates materials and changes orders, expedites material on the job, prepares monthly estimates, compiles production and cost statistics, and analyzes production statistics to identify problem areas.</p> <p><i>Typical position titles include Office Engineer and Cost Engineer.</i></p> |
| Engineering - Level 3 | <p>This DEGREED POSITION normally requires a minimum of four years experience. This position usually assists project management in expediting material deliveries, estimating and processing change orders, preparing monthly pay requests, and preparing shop drawings. Typically, this is the number two Engineer on the project and is the journeyman level of engineering.</p> <p><i>Typical position titles include Project Engineer, Project Engineer II, and Engineer III.</i></p> |
| Engineering - Level 4 | <p>This DEGREED POSITION normally requires a minimum of seven years experience in project or field engineering. This position is the first level of field engineering that includes responsibility for technical direction over a group of Field Engineers and/or includes an individual responsible for the coordination of the engineering process with construction management.</p> <p><i>Typical position titles include Project Engineer and Senior Project Engineer.</i></p> |

Project Administration/Accounting

| Position Title | Position Description |
|---|---|
| Project Administration/ Accounting - Level 1 | <p>Duties are primarily concerned with routine administrative, accounting, and payroll activities at the project level. This is the entry level, NON-DEGREED employee with up to five years general office experience.</p> <p><i>Typical position titles may include Administrative Assistant, Accounting Clerk, and Clerk Typist.</i></p> |
| Project Administration/ Accounting - Level 2 | <p>Duties are primarily concerned with routine administrative, accounting and payroll activities at the project level. This is the entry level, NON-DEGREED employee with up to five to 10 years experience in secretarial, payroll and administrative functions.</p> <p><i>Typical position titles may include Payroll Clerk, General Administrative Secretary and Accounting Clerk.</i></p> |
| Project Administration/ Accounting - Level 3 | <p>Duties are primarily concerned with routine administrative, accounting, and payroll activities at the project level. This NON-DEGREED employee with more than 10 years experience. Provides a wide variety of support to the Project Team including payroll, billings, status reports, etc. May provide direction or have some supervisory responsibility, but most of the time performs the work alone. May be the highest non-exempt level in this job family.</p> <p><i>Typical position titles may include Secretary, Executive Assistant, and Assistant Job Accountant.</i></p> |

Note: It is possible that longer service, non-degreed incumbents matched in Level 2 or 3 may have higher salaries than shorter service, degreed incumbents matched at Level 4 or 5.

The match should be on level descriptions, not based on salary.

Project Administration/Accounting

| Position Title | Position Description |
|---|--|
| <p>Project Administration/ Accounting - Level 4</p> | <p>Duties are primarily concerned with routine administrative, accounting, and payroll activities at the project level. This level requires a BS degree in accounting or related field and up to five years experience. Work experience may be considered in lieu of a degree. May provide direction or have some supervisory responsibility, but most of the time performs work alone. This may or may not be an exempt position.</p> <p><i>Typical position titles may include Administrative Assistant, Accountant, and Job Accountant.</i></p> |
| <p>Project Administration/ Accounting - Level 5</p> | <p>This level requires a BS degree in accounting or related field and normally requires a minimum of five to 10 years experience in the field of office accounting. An individual at this level may exercise supervision over a small staff engaged primarily in accounting and payroll activities. This level may also coordinate purchasing, personnel, and office services activities at the job site.</p> <p><i>Typical position titles include Project Office Manager, Project Accountant II & III, Office Manager, and Field Office Manager.</i></p> |
| <p>Project Administration/ Accounting - Level 6</p> | <p>This level requires a BS degree in accounting or related field and normally requires a minimum of 10 years experience in field office accounting. Normally supervises and administrative staff engaged in accounting, payroll, purchasing, personnel, and office services activities at the project site. Report positions at this level if the individual has major supervisory responsibility in three or more functional areas. The next higher level may be a corporate/ headquarters position or this may be a corporate position.</p> <p><i>Typical position titles include Project Office Manager, Senior Project Accountant, and Senior Office Manager.</i></p> |

Safety Engineering

| Position Title | Position Description |
|-------------------------------------|---|
| <p>Safety Engineering - Level 1</p> | <p>This level requires a safety or insurance degree and a minimum of three years of significant safety experience. Under general supervision, conducts safety audits and inspections, evaluates, and ensures improvements for job site safety personnel. Usually will be assigned to a large project or several smaller projects.</p> <p><i>Typical position titles include Safety Engineer, Safety Supervisor, Safety Coordinator, and Assistant Safety Manager.</i></p> |
| <p>Safety Engineering - Level 2</p> | <p>This level requires a safety or insurance degree, and a minimum of five years of significant safety experience. Working under general supervision, conducts, and documents safety audits and procedures. Maintains accident and insurance records as required by OSHA, and provides functional advice and/or training to less experienced Safety Engineers.</p> <p><i>Typical position titles include Project Safety Manager, Safety Supervisor, Senior Safety Supervisor, and Safety Engineer.</i></p> |
| <p>Safety Engineering - Level 3</p> | <p>This level requires a safety or insurance degree and a minimum of eight years of significant safety experience in the Level 2 position. Working under general supervision, is responsible for the safety programs of the company and OSHA requirements. Provides safety assessments of safety activities and programs, and reports to management with appropriate recommendations.</p> <p><i>Typical position titles include Regional Safety Manager, Area Safety Manager, Division Safety Manager, and Safety Director. This may be a corporate level position.</i></p> |

Field Engineering

| Position Title | Position Description |
|-----------------------------|--|
| Field Engineering - Level 1 | <p>Performs line and grade, control points, quality review, and control on a project. Normally requires three to five years experience in commercial construction related survey work.</p> <p><i>Typical position title may be Field Engineer or Junior Field Engineer.</i></p> |
| Field Engineering - Level 2 | <p>Performs line and grade, control points, quality review, and control on a project. Normally requires five to seven years experience in commercial construction related survey work.</p> <p><i>Typical position title may be Field Engineer.</i></p> |
| Field Engineering - Level 3 | <p>Senior level surveying position responsible for line and grade, control points, quality review, and control on a project. Requires seven to nine years commercial construction-related survey work.</p> <p><i>Typical position title may be Senior Field Engineer.</i></p> |
| Field Engineering - Level 4 | <p>Senior level surveying position responsible for line and grade, control points, quality review, and control on a project. Requires nine to 13 years commercial construction-related survey work.</p> <p><i>Typical position titles include Chief Office Manager and Field Office Manager.</i></p> |

Management Information Systems Director

| Position Title | Position Description |
|---|---|
| Management Information Systems Director - Level 1 | <p>This position is normally responsible for and manages the organization's information system, or reports to a top executive (Level 3). Includes consultations with management to determine information requirements of corporation, determines boundaries, and priorities of new projects, and discusses system capacity and equipment acquisitions. Confers with development heads involved with proposed projects to ensure cooperation, and further define nature of project. Responsible for information systems. Includes system design, software and hardware selection, training, and communication protocol for user's needs. Maintains necessary infrastructure to deliver internet and website access. Relies upon vendors for software and hardware and infrastructure needs.</p> <p><i>Typical position titles include Data Processing Manager, Computer Support Director, Technical Support Administrator, and Electronic Communications Director.</i></p> |
| Management Information Systems Director - Level 2 | <p>Responsible for and manages the organization's information system. Consults with management to determine information requirements of corporation, determines boundaries and priorities of new projects and discusses system capacity and equipment acquisitions. Confers with department heads involved with proposed projects to ensure cooperation, and further define the nature the project. Includes system design, software and hardware selection, training, and communication protocol for user's needs. Maintains necessary infrastructure to deliver internet and website access. Acts as liaison between staff and vendors.</p> <p><i>Typical position title include Information System Manager, Data Processing Manager, and Management Information Systems Director.</i></p> |
| Management Information Systems Director - Level 3 | <p>This is the top Data Processing Executive in the corporation responsible for the organization's information system. Consults with management to determine information requirements of corporation, determines boundaries and priorities of new projects, and discusses system capacity and equipment acquisitions. Confers with department heads involved with proposed projects to ensure cooperation, and further define the nature of the project. Responsible for information systems. Includes system design, software and hardware selection, training, and communication protocol for user's needs. Maintains necessary infrastructure to deliver internet and website access.</p> <p><i>Typical position title include Executive Manager for Informational Systems, Management Information Coordinator/Director, or Vice Management Information Systems.</i></p> <p>This position is normally found in corporations \$100M and above annual volume.</p> |

Business Development Manager

| Position Title | Position Description |
|---|--|
| Business Development Manager - Level 1 | <p>This level requires a technical Bachelor’s degree or a related degree with equivalent technical experience. Minimum of five years significant construction and/or marketing experience. At the divisional level, develops potential clients and follows through with proposal, presentation, and negotiation process on those accounts.</p> <p><i>Typical title is Manager of Business Development, and normally reports to the Assistant Divisional Manager of Business Development.</i></p> |
| Business Development Manager - Level 2 | <p>This level requires a technical Bachelor’s degree (preferably an MBA with marketing emphasis), and 10 years significant construction and/or marketing experience. Has total management responsibility for divisional sales and marketing, including strategic planning, and business development coordination.</p> <p><i>Typical title is Divisional Business Development Manager, and reports to the Divisional Manager.</i></p> |
| Business Development Manager - Level 3 | <p>This level requires a technical Bachelor’s degree (preferably an MBA with marketing emphasis), and 10 to 15 years significant construction and/or marketing experience. Has total management responsibility for corporate sales and marketing, including strategic planning, and business development coordination.</p> <p><i>Typical title is Business Development Director, and reports to CEO or COO.</i></p> |



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Accountants & Advisors

Have questions?
Contact our Survey Specialist.

Katie Cook
Senior Marketing Analyst

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