



# 2016 Employee Compensation Report

Volume 1

**An analysis of 2015  
compensation practices**

**Confidentially Prepared by  
Profit Planning Group**





# Contents

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Introduction .....	1
Summary of Executive Compensation .....	2
Summary of Employee Compensation .....	4
Executives .....	6
Employees .....	8
Practices .....	10
Branch Manager & Inside Sales Staff .....	11
Outside Sales Staff .....	12
Medical Benefits.....	14
Medical Plans.....	15
HDHP & Other Benefits .....	16
Time Off, Retirement & Other Programs.....	17

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# Introduction

This report presents the results of Profit Planning Group's 2016 Employee Compensation Study of the Distribution Industry. This study analyzes 2015 compensation data submitted by 958 contributing firms at over 6,000 locations. WSWA co-sponsored this study along with 28 other distribution organizations. 5 firms were members of WSWA.

The complete results are presented in two documents. Combined, they provide the most complete source of information available about compensation and benefit practices for distribution industries.

## Volume 1: WSWA Detailed Report

The detailed report presents the analysis of participating WSWA firms. Where appropriate, WSWA results are compared with the results of all participants.

This report provides information about both executive and employee compensation including salaries, bonuses, commissions and perks. It also includes details about fringe benefits such as health insurance, retirement programs, and employee time off.

## Volume 2: Industry Report

The industry report presents the analysis of all participating firms. Firms were categorized into over 20 sales volumes and over 100 geographic areas.

## Understanding the Numbers

Both of these reports present median results. The median is the middle value in the sorted list of all values reported for an item. Compared to the average or mean, the median is not influenced by extreme values and therefore best represents a typical firm.

Sections presenting ranges for wages and compensation describe the middle range of results. The middle range spans the half of all responses that lie between the 25<sup>th</sup> to the 75<sup>th</sup> percentiles.

Note that bonus figures include overtime, commissions, bonuses, and incentives.

Throughout the report, n/a designates results that are not available due to insufficient data.

	Typical U.S. Dist.	Typical WSWA Dist.
<b>Typical Participant Profile</b>		
<b>Number of Firms Reporting</b>	927	5
<b>Sales</b>		
Typical Firm Sales	31,000,000	87,000,000
Typical Branch Sales	7,218,431	12,000,000
<b>Employees</b>		
Number of Employees (FTE)	66.3	240.5
Employee Turnover Rate (%)	15	26
<b>Operations</b> (% of firms)		
Local	24	40
Regional	55	40
National	14	20
International	7	0
<b>Ownership</b> (% of firms)		
Private Company	97	100
Public Company	3	0
<b>Organization</b> (% of firms)		
Sole Proprietorship	1	0
Partnership	1	0
S Corporation	54	60
C Corporation	31	0
Limited Liability Corp. (LLC)	11	40
Limited Liability Partnership (LLP)	1	0

# Summary of Executive Compensation

## The Typical WSWA Firm

Typical Firm Sales.....	87,000,000
Number of Employees.....	240.5

## WSWA CEO Profile

Base Salary.....	n/a
Total Compensation.....	262,066
Bonus (% of salary).....	n/a
Age.....	63
Years with Company.....	42
% of Equity Owned.....	n/a
Company Founder (% of CEOs).....	40

## WSWA Executive Bonus

Firms With Executive Bonus Plan (% of firms).....	100
<b>Executive Bonus Structure</b> (% of firms)	
Discretionary.....	80
Achievement of Sales Goals.....	80
Achievement of Profit Goals.....	80
Percentage of Sales.....	60
Percentage of Profit.....	80
Return on Equity/Assets/Sales.....	40

## WSWA Executive Benefits & Perks (% of firms)

	<u>CEO</u>	<u>COO</u>	<u>CFO</u>	<u>CMO</u>
Company Car & Expenses	80	40	25	n/a
Supplemental Life Insurance*	60	20	25	n/a
Supplemental Medical Insurance*	40	20	25	n/a
Tax Return Preparation	80	0	25	n/a
Club Dues & Expenses	60	20	25	n/a
Personal Tax & Financial Planning	40	0	0	n/a
Annual Physical Examination	40	20	25	n/a
Low or No-interest Loans	0	0	0	n/a
Supplemental Retirement Benefits*	0	0	0	n/a
Deferred Compensation	20	20	0	n/a
First Class Air Travel	20	0	0	n/a
Use of Corporate Aircraft	20	20	25	n/a

\*Beyond customary company-wide benefits

# Summary of Executive Compensation

	<u>Base Salary</u>	<u>Total Compensation</u>	<u>Middle Range of Total Comp.</u>		<u>Bonus % of Salary</u>
			<u>25<sup>th</sup> Percentile</u>	<u>75<sup>th</sup> Percentile</u>	
<b>Compensation</b>					
<b>Typical U.S. Distributor</b>					
CEO/President	175,000	240,988	155,770	389,321	47
COO/VP/#2 Officer	134,851	180,000	123,001	256,561	35
CMO (Chief Marketing Officer)	126,000	160,945	117,000	215,982	29
CFO (Chief Financial Officer)	122,000	153,000	103,940	225,439	33
<b>Typical WSWA Distributor</b>					
CEO/President	n/a	262,066	135,219	820,814	n/a
COO/VP/#2 Officer	n/a	172,170	147,448	178,600	n/a
CMO (Chief Marketing Officer)	n/a	n/a	n/a	n/a	n/a
CFO (Chief Financial Officer)	n/a	n/a	n/a	n/a	n/a

	<u>Typical U.S. Dist.</u>	<u>Typical WSWA Dist.</u>
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## Pay Relationships

Comp. as a % of CEO comp. excluding benefits and perks

CEO/President	100	100
COO/VP/#2 Officer	79	60
CMO (Chief Marketing Officer)	54	n/a
CFO (Chief Financial Officer)	58	n/a

	<u>Typical U.S. Dist.</u>	<u>Typical WSWA Dist.</u>
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## Bonus

<b>Firms With Executive Bonus Plan</b> (% of firms)	72	100
<b>Executive Bonus Structure</b> (% of firms)		
Discretionary	69	80
Achievement of Sales or Operating Goals	42	80
Achievement of Profit Goals	53	80
Percentage of Sales	13	60
Percentage of Profit	39	80
Return on Equity/Assets/Sales	15	40

# Summary of Employee Compensation

	<u>Base Salary</u>	<u>Total Compensation</u>	<u>Middle Range of Total Comp.</u>		<u>Bonus % of Salary</u>
			<u>25<sup>th</sup> Percentile</u>	<u>75<sup>th</sup> Percentile</u>	
<b>Typical U.S. Distributor</b>					
<b>Branch Manager</b>	66,525	79,566	60,114	114,291	18
<b>Outside Sales</b>					
Senior Sales Consultant	46,195	96,152	70,000	138,544	78
Typical Outside Salesperson	47,143	77,620	60,879	100,276	52
Beginning Outside Salesperson	43,108	58,475	48,000	71,920	28
<b>Inside Sales</b>					
Typical Inside Salesperson	43,909	52,236	43,993	61,509	16
Beginning Inside Salesperson	38,003	42,355	35,000	49,836	11
<b>Sales &amp; Service</b>					
Sales Manager	84,000	110,000	85,000	145,094	26
Sales Assistant	42,557	47,843	38,341	60,000	11
Customer Service Rep	41,000	45,716	37,819	55,950	10
Counter Salesperson	37,386	42,000	35,661	48,000	11
<b>Warehouse &amp; Delivery</b>					
Operations Manager	72,751	81,063	65,000	102,403	12
Warehouse Supervisor	46,000	50,000	43,000	58,526	8
Warehouse Employee	31,000	33,589	29,000	38,384	9
Driver/Delivery Personnel	34,000	37,456	31,675	45,654	10
<b>Information Systems</b>					
Chief Information Officer (CIO)	106,727	120,000	86,000	160,000	15
MIS/Data Processing Manager	79,620	83,613	65,000	104,929	10
Systems Administrator	60,000	64,000	51,800	76,056	6
IT Clerk	39,550	41,600	35,528	50,000	7
<b>General &amp; Administrative</b>					
Purchasing Manager	68,800	75,000	61,667	95,029	10
Purchasing Agent/Buyer	47,000	50,000	42,000	59,502	7
Controller	83,200	91,500	74,924	123,373	12
Accountant/Bookkeeper	46,000	48,840	40,000	59,251	6
Credit Manager	58,709	62,995	51,380	77,000	8
Credit/Collections Clerk	36,000	38,937	34,000	45,000	7
Human Resources Manager	67,325	71,543	57,240	89,870	9
Office Manager	51,125	54,618	45,796	70,000	8
Office/Clerical Personnel	33,280	35,137	31,000	40,000	6



# Summary of Employee Compensation

	<u>Base Salary</u>	<u>Total Compensation</u>	<u>Middle Range of Total Comp.</u>		<u>Bonus % of Salary</u>
			<u>25<sup>th</sup> Percentile</u>	<u>75<sup>th</sup> Percentile</u>	
<b>Typical WSWA Distributor</b>					
<b>Branch Manager</b>	90,706	103,848	93,984	269,500	20
<b>Outside Sales</b>					
Senior Sales Consultant	23,100	75,000	55,700	83,414	238
Typical Outside Salesperson	14,322	56,432	47,663	67,207	282
Beginning Outside Salesperson	n/a	n/a	n/a	n/a	n/a
<b>Inside Sales</b>					
Typical Inside Salesperson	n/a	n/a	n/a	n/a	n/a
Beginning Inside Salesperson	n/a	n/a	n/a	n/a	n/a
<b>Sales &amp; Service</b>					
Sales Manager	75,000	90,000	69,350	129,750	20
Sales Assistant	37,000	41,500	34,000	47,500	n/a
Customer Service Rep	n/a	n/a	n/a	n/a	n/a
Counter Salesperson	n/a	n/a	n/a	n/a	n/a
<b>Warehouse &amp; Delivery</b>					
Operations Manager	57,500	59,175	57,959	76,875	n/a
Warehouse Supervisor	51,225	53,175	41,963	63,829	n/a
Warehouse Employee	27,700	32,200	26,850	38,750	n/a
Driver/Delivery Personnel	28,560	37,110	28,280	47,200	n/a
<b>Information Systems</b>					
Chief Information Officer	n/a	n/a	n/a	n/a	n/a
MIS/Data Processing Manager	n/a	n/a	n/a	n/a	n/a
Systems Administrator	n/a	n/a	n/a	n/a	n/a
IT Clerk	n/a	n/a	n/a	n/a	n/a
<b>General &amp; Administrative</b>					
Purchasing Manager	75,000	80,000	62,271	112,500	n/a
Purchasing Agent/Buyer	n/a	n/a	n/a	n/a	n/a
Controller	n/a	n/a	n/a	n/a	n/a
Accountant/Bookkeeper	n/a	n/a	n/a	n/a	n/a
Credit Manager	n/a	n/a	n/a	n/a	n/a
Credit/Collections Clerk	32,604	33,504	30,687	44,640	n/a
Human Resources Manager	n/a	n/a	n/a	n/a	n/a
Office Manager	n/a	n/a	n/a	n/a	n/a
Office/Clerical Personnel	n/a	n/a	n/a	n/a	n/a

# Executives

	Typical U.S. Dist.	Typical WSWA Dist.
<b>CEO/President</b>		
Salary	175,000	n/a
Total Compensation	240,988	262,066
Change from Previous Year (%)	0	0
Bonus (% of salary)	47	n/a
Bonus Paid (% of firms)	79	n/a
Age	58	63
Years with Company	29	42
% of Equity Owned	50	n/a
Company Founder (% of firms)	24	40

## CEO Benefits & Perks (% of firms)

Company Car & Expenses	82	80
Supplemental Life Insurance*	55	60
Supplemental Medical Insurance*	26	40
Tax Return Preparation	51	80
Club Dues & Expenses	31	60
Personal Tax & Financial Planning	40	40
Annual Physical Examination	21	40
Low or No-interest Loans	12	0
Supplemental Retirement Benefits*	14	0
Deferred Compensation	16	20
First Class Air Travel	14	20
Use of Corporate Aircraft	4	20

\*Beyond customary company-wide benefits

	Typical U.S. Dist.	Typical WSWA Dist.
<b>COO/VP#2 Officer</b>		
Salary	134,851	n/a
Total Compensation	180,000	172,170
Change from Previous Year (%)	3	7
Bonus (% of salary)	35	n/a
Bonus Paid (% of firms)	85	n/a
Age	54	44
Years with Company	20	8
% of Equity Owned	1	0
Company Founder (% of firms)	9	0

## COO/VP Benefits & Perks (% of firms)

Company Car & Expenses	73	40
Supplemental Life Insurance*	45	20
Supplemental Medical Insurance*	22	20
Tax Return Preparation	33	0
Club Dues & Expenses	21	20
Personal Tax & Financial Planning	25	0
Annual Physical Examination	19	20
Low or No-interest Loans	8	0
Supplemental Retirement Benefits*	13	0
Deferred Compensation	15	20
First Class Air Travel	7	0
Use of Corporate Aircraft	3	20

\*Beyond customary company-wide benefits

# Executives

	<b>Typical U.S. Dist.</b>	<b>Typical WSWA Dist.</b>
<b>CFO</b> (Chief Financial Officer)		
Salary	122,000	n/a
Total Compensation	153,000	n/a
Change from Previous Year (%)	3	n/a
Bonus (% of salary)	33	n/a
Bonus Paid (% of firms)	84	n/a
Age	54	44
Years with Company	14	6
% of Equity Owned	0	0
Company Founder (% of firms)	4	0

<b>CFO Benefits &amp; Perks</b> (% of firms)		
Company Car & Expenses	41	25
Supplemental Life Insurance*	32	25
Supplemental Medical Insurance*	15	25
Tax Return Preparation	17	25
Club Dues & Expenses	8	25
Personal Tax & Financial Planning	12	0
Annual Physical Examination	16	25
Low or No-interest Loans	6	0
Supplemental Retirement Benefits*	11	0
Deferred Compensation	16	0
First Class Air Travel	5	0
Use of Corporate Aircraft	3	25

\*Beyond customary company-wide benefits

	<b>Typical U.S. Dist.</b>	<b>Typical WSWA Dist.</b>
<b>CMO</b> (Chief Marketing Officer)		
Salary	126,000	n/a
Total Compensation	160,945	n/a
Change from Previous Year (%)	3	n/a
Bonus (% of salary)	29	n/a
Bonus Paid (% of firms)	88	n/a
Age	50	n/a
Years with Company	15	n/a
% of Equity Owned	0	n/a
Company Founder (% of firms)	4	n/a

<b>CMO Benefits &amp; Perks</b> (% of firms)		
Company Car & Expenses	65	n/a
Supplemental Life Insurance*	35	n/a
Supplemental Medical Insurance*	13	n/a
Tax Return Preparation	17	n/a
Club Dues & Expenses	12	n/a
Personal Tax & Financial Planning	14	n/a
Annual Physical Examination	18	n/a
Low or No-interest Loans	6	n/a
Supplemental Retirement Benefits*	10	n/a
Deferred Compensation	18	n/a
First Class Air Travel	4	n/a
Use of Corporate Aircraft	3	n/a

\*Beyond customary company-wide benefits

# Employees

	Typical U.S. <u>Dist.</u>	Typical WSWA <u>Dist.</u>
<b>Employees</b>		
<b>Sales Manager</b>		
Salary	84,000	75,000
Total Compensation	110,000	90,000
Bonus (% of salary)	26	20
Bonus Paid (% of firms)	89	100
<b>Sales Assistant</b>		
Salary	42,557	37,000
Total Compensation	47,843	41,500
Bonus (% of salary)	11	n/a
Bonus Paid (% of firms)	74	40
<b>Customer Service Rep</b>		
Salary	41,000	n/a
Total Compensation	45,716	n/a
Bonus (% of salary)	10	n/a
Bonus Paid (% of firms)	78	n/a
<b>Counter Salesperson</b>		
Salary	37,386	n/a
Total Compensation	42,000	n/a
Bonus (% of salary)	11	n/a
Bonus Paid (% of firms)	78	n/a
<b>Operations Manager</b>		
Salary	72,751	57,500
Total Compensation	81,063	59,175
Bonus (% of salary)	12	n/a
Bonus Paid (% of firms)	80	50
<b>Warehouse Supervisor</b>		
Salary	46,000	51,225
Total Compensation	50,000	53,175
Bonus (% of salary)	8	n/a
Bonus Paid (% of firms)	75	25
<b>Warehouse Employee</b>		
Salary	31,000	27,700
Total Compensation	33,589	32,200
Bonus (% of salary)	9	n/a
Bonus Paid (% of firms)	71	50
<b>Driver/Delivery Personnel</b>		
Salary	34,000	28,560
Total Compensation	37,456	37,110
Bonus (% of salary)	10	n/a
Bonus Paid (% of firms)	70	50
<b>Chief Information Officer (CIO)</b>		
Salary	106,727	n/a
Total Compensation	120,000	n/a
Bonus (% of salary)	15	n/a
Bonus Paid (% of firms)	81	n/a
<b>MIS/Data Processing Manager</b>		
Salary	79,620	n/a
Total Compensation	83,613	n/a
Bonus (% of salary)	10	n/a
Bonus Paid (% of firms)	78	n/a
<b>Systems Administrator</b>		
Salary	60,000	n/a
Total Compensation	64,000	n/a
Bonus (% of salary)	6	n/a
Bonus Paid (% of firms)	73	n/a

# Employees

	Typical U.S. <u>Dist.</u>	Typical WSWA <u>Dist.</u>
<b>Employees</b>		
<b>IT Clerk</b>		
Salary	39,550	n/a
Total Compensation	41,600	n/a
Bonus (% of salary)	7	n/a
Bonus Paid (% of firms)	65	n/a
<b>Purchasing Manager</b>		
Salary	68,800	75,000
Total Compensation	75,000	80,000
Bonus (% of salary)	10	n/a
Bonus Paid (% of firms)	75	25
<b>Purchasing Agent/Buyer</b>		
Salary	47,000	n/a
Total Compensation	50,000	n/a
Bonus (% of salary)	7	n/a
Bonus Paid (% of firms)	73	n/a
<b>Controller</b>		
Salary	83,200	n/a
Total Compensation	91,500	n/a
Bonus (% of salary)	12	n/a
Bonus Paid (% of firms)	79	n/a
<b>Accountant/Bookkeeper</b>		
Salary	46,000	n/a
Total Compensation	48,840	n/a
Bonus (% of salary)	6	n/a
Bonus Paid (% of firms)	68	n/a
<b>Credit Manager</b>		
Salary	58,709	n/a
Total Compensation	62,995	n/a
Bonus (% of salary)	8	n/a
Bonus Paid (% of firms)	100	n/a
<b>Credit/Collections Clerk</b>		
Salary	36,000	32,604
Total Compensation	38,937	33,504
Bonus (% of salary)	7	n/a
Bonus Paid (% of firms)	100	50
<b>Human Resources Manager</b>		
Salary	67,325	n/a
Total Compensation	71,543	n/a
Bonus (% of salary)	9	n/a
Bonus Paid (% of firms)	100	n/a
<b>Office Manager</b>		
Salary	51,125	n/a
Total Compensation	54,618	n/a
Bonus (% of salary)	8	n/a
Bonus Paid (% of firms)	72	n/a
<b>Office/Clerical Personnel</b>		
Salary	33,280	n/a
Total Compensation	35,137	n/a
Bonus (% of salary)	6	n/a
Bonus Paid (% of firms)	67	n/a

# Practices

	Typical U.S. <u>Dist.</u>	Typical WSWA <u>Dist.</u>
<b>Practices</b>		
<b>Employee Raises</b> (% of firms)		
Cost of Living Adjustment (COLA)	34	60
Annual Merit Raise	61	100
Lump Sum	15	20
Variable Pay Plan	50	60
No Raises	8	20
No Set Policy for Raises	63	40
<b>Employee Bonus Plan</b> (% of firms)		
Special Recognition Bonus	47	80
Achievement of Individual Goals	55	80
Achievement of Firm/Dept. Goals	63	80
Cash Profit Sharing	29	60
CEO/Owner Discretion	73	60
<b>Retention Bonuses</b> (% of firms)		
	9	0
<b>Christmas &amp; Year-End</b> (% of firms)		
Cash	28	20
Gift	47	80
Party	75	80
Year-End Bonus	36	20
<b>Severance Program</b> (% of firms)		
Service Requirement (years)	1	n/a
Maximum Pay Offered (weeks)	12	n/a
<b>Union Representation</b> (% of firms)		
	5	n/a

# Branch Manager & Inside Sales Staff

	Typical U.S. <u>Dist.</u>	Typical WSWA <u>Dist.</u>
<b>Branch Manager</b>		
Salary	66,525	90,706
Total Compensation	79,566	103,848
Bonus (% of salary)	18	20
Bonus Paid (% of firms)	87	100
<b>Branch Mgr. Bonus Plan</b> (% of firms)	92	100
Discretionary	43	30
Achievement of Sales Goals	37	90
Achievement of Gross Margin Goals	34	30
Achievement of Profit Goals	49	30
Percentage of Sales	13	10
Percentage of Gross Margin	13	0
Percentage of Profits	34	0
Return on Equity/Assets/Sales	13	0

	Typical U.S. <u>Dist.</u>	Typical WSWA <u>Dist.</u>
<b>Inside Sales</b>		
Firms With Inside Sales Staff (% of firms)	80	23
Number of Inside Salespeople (per branch)	2	n/a
Average Length of Employment (years)	8	n/a
<b>Typical Inside Salesperson</b>		
Salary	43,909	n/a
Total Compensation	52,236	n/a
Bonus (% of salary)	16	n/a
Bonus Paid (% of firms)	88	n/a
<b>Beginning Inside Salesperson</b>		
Salary	38,003	n/a
Total Compensation	42,355	n/a
Bonus (% of salary)	11	n/a
Bonus Paid (% of firms)	78	n/a
<b>Inside Sales Comp. Plans</b> (% of firms)		
Straight Salary	6	n/a
Hourly	44	n/a
Salary & Commission	25	n/a
Salary & Bonus	17	n/a
Salary & Commission & Bonus	8	n/a
Other	1	n/a

# Outside Sales Staff

	Typical U.S. <u>Dist.</u>	Typical WSWA <u>Dist.</u>
<b>Outside Sales</b>		
<b>Outside Sales Staff</b>		
Firms With Outside Sales Staff (% of firms)	97	100
Number of Outside Salespeople (per branch)	2	34
Average Length of Employment (years)	8	13
<b>Senior Sales Consultant</b>		
Salary	46,195	23,100
Total Compensation	96,152	75,000
Bonus (% of salary)	78	238
Bonus Paid (% of firms)	91	100
<b>Typical Outside Salesperson</b>		
Salary	47,143	14,322
Total Compensation	77,620	56,432
Bonus (% of salary)	52	282
Bonus Paid (% of firms)	91	100
<b>Beginning Outside Salesperson</b>		
Salary	43,108	n/a
Total Compensation	58,475	n/a
Bonus (% of salary)	28	n/a
Bonus Paid (% of firms)	78	n/a
<b>Outside Sales Comp. Plans (% of firms)</b>		
Straight Salary	2	0
Salary & Bonus	8	0
Salary & Commission	48	31
Salary & Commission & Bonus	14	0
Straight Commission	5	23
Commission & Bonus (no salary)	1	46
Commission & Draw (against commission)	21	0
Other	0	0
<b>Commission Payment Plans (% of firms)</b>		
Flat % of Sales	9	100
Escalating % of Sales	4	0
Flat Percentage of Gross Margin	48	0
Escalating % of Gross Margin	31	0
Other Payment Plan	8	0
<b>Eligible for Comm. Payments (% of firms)</b>		
Prompt Payment/Billing Discounts	23	8
Service	30	0
Repair Parts	40	0
Accessories/Tooling	50	0
Finance Plans	10	0
Cancellation Charges Collected	5	23
<b>Commission Credited (% of firms)</b>		
Order Booked	12	0
Order Shipped	16	54
Upon Billing	46	23
Payment Received	26	23



# Outside Sales Staff

	Typical U.S. <u>Dist.</u>	Typical WSWA <u>Dist.</u>
<b>Outside Sales</b>		
<b>Lowest Volume Salesperson</b>		
Total Sales	984,345	n/a
Gross Profit Contribution	226,699	230,948
Gross Margin	23.0	n/a
<b>Highest Volume Salesperson</b>		
Total Sales	5,850,682	n/a
Gross Profit Contribution	1,223,309	397,268
Gross Margin	20.9	n/a
<b>Employment &amp; Comm. Policies</b> (% of firms)		
Written Employment Contract	39	31
Ceiling to Prevent Commission Windfalls	19	8
Surpass Quota Before Commission Earned	37	0
New Salespeople Paid On Backlog	27	0
Charge Back for Bad Debt	42	38
Backlog Paid Upon Termination	35	36
<b>Sales Contests Used</b> (% of firms)		
Never	28	8
Rarely	40	8
Regularly	32	85
<b>Sales Contest Prizes</b> (% of firms)		
Cash	77	100
Travel	42	100
Merchandise	49	100
Other	29	75
<b>Expense Reimbursement</b> (% of firms)		
All Expenses Reimbursed	80	62
Per Diem Payment	1	0
Compensation Covers Expenses	5	0
Travel Expenses Only Reimbursed	9	0
Fixed Monthly Expense Allowance	5	38
<b>Automobile Provisions</b> (% of firms)		
None	14	31
Company Leased	22	0
Company Owned	18	0
Employee Owned (reimbursed)	46	69
<b>Automobile Reimbursement</b> (% of firms)		
Monthly Allowance	62	100
Gas & Oil	2	0
Mileage	35	0
Mileage Reimbursement Rate (¢ per mile)	52	n/a
<b>Cell Phone Arrangements</b> (% of firms)		
None	10	0
Company Provided	71	8
Employee Owned (reimbursed)	2	8
Monthly Allowance	15	85
Other	1	0

# Medical Benefits

	Typical U.S. Dist.	Typical WSWA Dist.
<b>Medical Benefits</b> (% of firms)		
Firms Offering Medical Benefits	98	100
Firms Offering a Cafeteria Plan	37	40
Firms Self-Insured (at least partially)	24	60
<b>Affordable Care Act</b>		
Premium Change Due To ACA (%)	4	2
<b>ACA Actions Taken</b> (% of firms)		
Eliminate health insurance entirely	2	0
Convert to fixed pmts. to emps. to buy ins.	1	0
Restructure plans to avoid Cadillac tax	8	0
Limit hiring	6	0
Convert full-timers to part-time	2	0
<b>ACA Actions Planned</b> (next 12 months, % of firms)		
Eliminate health insurance entirely	0	0
Convert to fixed pmts. to emps. to buy ins.	1	0
Restructure plans to avoid Cadillac tax	3	0
Limit hiring	1	0
Convert full-timers to part-time	0	0
<b>Wellness Program Offered</b> (% of firms)		
Have Participation Incentives	40	80
Incentives Include Premium Reductions	77	25
Incentives Provide HRA/HSA Funding	66	n/a
	11	n/a
<b>Health Plans Offered</b> (% of firms)		
Traditional (indemnity)	11	0
HMO/EPO	23	0
POS (Point of Service)	10	20
PPO (Preferred Provider Organization)	67	80
HDHP (High Deductible Health Plan)	45	40
HMO & PPO	14	0
Traditional & PPO	3	0
POS & PPO	4	0
HMO & POS	3	0
Coverage Opt-Out Offered	48	40
<b>Traditional Indemnity Details</b>		
Firms Offering (%)	11	0
Employees Covered (%)	57	n/a
Premium; Single, Emp. Only (monthly \$)	454	n/a
Premium; Emp. + Family (monthly \$)	1,257	n/a
Employer Paid %; Single, Emp. Only	75	n/a
Employer Paid %; Emp. + Family	60	n/a
Deductible; Single, Emp. Only (annual \$)	1,000	n/a
Deductible; Emp. + Family (annual \$)	1,600	n/a
Needed To Meet Family Deductible (members)	2	n/a
Office Visit Co-pay (\$ per visit)	30	n/a
Generic Drug Co-pay (\$)	10	n/a
Preferred Drug Co-pay (\$)	30	n/a
Non-Perf. Drug Co-pay (\$)	50	n/a
Office Visit Co-Ins (%)	23	n/a
Generic Drug Co-Ins (%)	20	n/a
Preferred Drug Co-Ins (%)	25	n/a
Non-Perf. Drug Co-Ins (%)	48	n/a

# Medical Plans

	Typical U.S. <u>Dist.</u>	Typical WSWA <u>Dist.</u>
<b>HMO/EPO Details</b>		
Firms Offering (%)	23	0
Employees Covered (%)	50	n/a
Premium; Single, Emp. Only (monthly \$)	451	n/a
Premium; Emp. + Family (monthly \$)	1,315	n/a
Employer Paid %; Single, Emp. Only	74	n/a
Employer Paid %; Emp. + Family	60	n/a
Deductible; Single, Emp. Only (annual \$)	1,750	n/a
Deductible; Emp. + Family (annual \$)	2,450	n/a
Needed To Meet Family Deductible (members)	2	n/a
Office Visit Co-pay (\$ per visit)	28	n/a
Generic Drug Co-pay (\$)	10	n/a
Preferred Drug Co-pay (\$)	35	n/a
Non-Perf. Drug Co-pay (\$)	50	n/a
Office Visit Co-Ins (%)	80	n/a
Generic Drug Co-Ins (%)	80	n/a
Preferred Drug Co-Ins (%)	80	n/a
Non-Perf. Drug Co-Ins (%)	80	n/a
<b>POS Details</b>		
Firms Offering (%)	10	20
Employees Covered (%)	49	n/a
Premium; Single, Emp. Only (monthly \$)	456	n/a
Premium; Emp. + Family (monthly \$)	1,462	n/a
Employer Paid %; Single, Emp. Only	73	n/a
Employer Paid %; Emp. + Family	60	n/a
Deductible; Single, Emp. Only (annual \$)	2,000	n/a
Deductible; Emp. + Family (annual \$)	2,500	n/a
Needed To Meet Family Deductible (members)	2	n/a
Office Visit Co-pay (\$ per visit)	30	n/a
Generic Drug Co-pay (\$)	10	n/a
Preferred Drug Co-pay (\$)	38	n/a
Non-Perf. Drug Co-pay (\$)	60	n/a
Office Visit Co-Ins (%)	30	n/a
Generic Drug Co-Ins (%)	50	n/a
Preferred Drug Co-Ins (%)	50	n/a
Non-Perf. Drug Co-Ins (%)	40	n/a
<b>PPO Details</b>		
Firms Offering (%)	67	80
Employees Covered (%)	66	n/a
Premium; Single, Emp. Only (monthly \$)	493	477
Premium; Emp. + Family (monthly \$)	1,440	1,393
Employer Paid %; Single, Emp. Only	75	78
Employer Paid %; Emp. + Family	63	71
Deductible; Single, Emp. Only (annual \$)	1,500	875
Deductible; Emp. + Family (annual \$)	2,000	1,750
Needed To Meet Family Deductible (members)	2	n/a
Office Visit Co-pay (\$ per visit)	25	n/a
Generic Drug Co-pay (\$)	10	n/a
Preferred Drug Co-pay (\$)	35	n/a
Non-Perf. Drug Co-pay (\$)	60	n/a
Office Visit Co-Ins (%)	50	n/a
Generic Drug Co-Ins (%)	80	n/a
Preferred Drug Co-Ins (%)	40	n/a
Non-Perf. Drug Co-Ins (%)	50	n/a

# HDHP & Other Benefits

	Typical U.S. <u>Dist.</u>	Typical WSWA <u>Dist.</u>
<b>HDHP Details</b>		
Firms Offering (%)	45	40
Employees Covered (%)	45	n/a
Premium; Single, Emp. Only (monthly \$)	413	n/a
Premium; Emp. + Family (monthly \$)	1,185	n/a
Employer Paid %; Single, Emp. Only	75	n/a
Employer Paid %; Emp. + Family	67	n/a
Deductible; Single, Emp. Only (annual \$)	2,600	n/a
Deductible; Emp. + Family (annual \$)	5,000	n/a
Needed To Meet Family Deductible (members)	2	n/a
Office Visit Co-pay (\$ per visit)	28	n/a
Generic Drug Co-pay (\$)	10	n/a
Preferred Drug Co-pay (\$)	35	n/a
Non-Perf. Drug Co-pay (\$)	60	n/a
Office Visit Co-Ins (%)	70	n/a
Generic Drug Co-Ins (%)	30	n/a
Preferred Drug Co-Ins (%)	30	n/a
Non-Perf. Drug Co-Ins (%)	50	n/a
<b>HDHP HRA &amp; HSA Plans</b> (% of HDHP firms)		
Offer HRA	26	n/a
Offer HSA	79	n/a
Fund HRA/HSA Plans	64	n/a
Family Funding Differs (% of funding firms)	71	n/a
Annual Funding If Not Different (annual \$)		
HRA Funding	2,200	n/a
HSA Funding	1,000	n/a
Annual Funding If Different (annual \$)		
HRA Funding For Singles	2,000	n/a
HRA Funding For Families	3,800	n/a
HSA Funding For Singles	520	n/a
HSA Funding For Families	1,300	n/a
<b>Other Health Benefits</b> (% of firms)		
Dental Plan	88	100
Vision/Optical Plan	68	80
Retiree Medical Insurance	6	0
Prescription Drug Plan	75	80
Mail Order Drug Plan	70	80
Group Term Life Insurance	84	80
Long-term Disability Insurance	73	80
Short-term Disability Insurance	71	100
Long-term Care Insurance	15	0
Employee Assistance Program	48	60
<b>Flexible Spending Accounts</b> (% of firms)		
Health Care	53	100
Dependent Care	48	100
Adoption Assistance	6	0

# Time Off, Retirement & Other Programs

	Typical U.S. <u>Dist.</u>	Typical WSWA <u>Dist.</u>
<b>Paid Time Off Program</b> (% of firms)	46	60
PTO Includes Paid/Float Holidays (% of firms)	26	n/a
PTO Includes Vacation (% of firms)	91	n/a
Days Accrued (per yr. by a 5 year full-time emp.)	15	n/a
Accrual Top-Out Year (years of service)	13	n/a
Accrued Carryover Allowed (% of firms)	50	n/a
Maximum Accrual (days)	20	n/a
New Hire Wait Period (days)	90	n/a
<b>Sick Leave</b> (firms without PTO program)		
Salaried Paid Sick Days (% of firms)	100	n/a
Salaried Sick Days (days per year)	5	n/a
Hourly Paid Sick Days (% of firms)	100	n/a
Hourly Sick Days (days per year)	5	n/a
New Hire Wait Period (days)	90	n/a
<b>Holidays</b> (if not included in a PTO)		
Paid Fixed Holidays Allowed (annually)	7	6
Paid Floating Holidays Allowed (annually)	0	0
<b>Vacation</b> (if not included in a PTO)		
Days Accrued (per yr. by a 5 year full-time emp.)	10	n/a
Accrual Top-Out Year (years of service)	14	n/a
Accrued Carryover Allowed (% of firms)	39	n/a
Maximum Accrual (days)	20	n/a
New Hire Wait Period (days)	120	n/a
<b>Other Paid Time Off</b> (% of firms)		
Paid Parental Leave	17	40
Paid Jury Duty	79	80
Paid Military Duty	25	40
<b>Retirement Plans Offered</b> (% of firms)	95	80
401(k)	91	100
Profit Sharing Plan	48	50
Payroll Deduction/SEP/SIMPLE IRA	14	25
Defined Benefit Plan	5	0
Money Purchase Plan	1	0
<b>401(k) Plans</b>		
Eligible Employees Enrolled (%)	77	74
Emps. Auto Enrolled (% of firms with 401k)	43	25
Traditional (% of firms with 401k)	77	75
Safe Harbor (% of firms with 401k)	32	50
SIMPLE (% of firms with 401k)	4	0
Provides For Roth Contribution	53	75
Catch-up Contributions Allowed	95	100
Firm Contributes (% of firms with 401k)	85	100
Firm Matching \$ Per Emp. \$	0.50	n/a
Matching Limit (% of pay)	5	n/a
Matching Limit \$ (annual)	10,600	n/a
<b>Other Benefit Programs</b> (% of firms)		
Child Care (allowance or facilities)	4	20
Flexible Work Scheduling	35	20
Educational Assistance	48	60
Pre-Retirement Counseling	21	0
Annual Computerized Benefits Statement	31	40
Smoking Restrictions In Workplace	89	100
Employee Policy Manual	90	100