

5526-073-e



October 7, 2025

Austin Electrical Construction, Inc.
P.O. Box 398
17566 Main Street
Buchanan, VA 24066

Dear Airport Manager,

It's time to renew your Annual AWOS Maintenance Agreement. This year we are pleased to continue to offer a two-year maintenance contract. Your AWOS III is required, by the FAA, to be under a scheduled inspection program to maintain its commissioned status. Your current agreement will **expire on December 31, 2025**. Austin Electrical Construction, Inc. (AEC) would be honored to continue to handle your AWOS inspections and any needed repairs with our Certified Technicians.

As part of our Maintenance Agreement, AEC will maintain electronic records of your AWOS contracts and maintenance/repair logs. All required scheduled inspections, unscheduled evaluations and repair visits will be logged into our system.

Austin Electrical Construction, Inc. maintains an inventory of spare parts to quickly address any problems your system may encounter. We also work closely with parts suppliers to minimize downtime in the event of system failures. We have six Vaisala Certified Technicians that also hold FCC Licenses. Our technicians are prepared to respond within 48 hours of an outage. AEC Technicians can also remotely access your AWOS from our office to troubleshoot problems as they occur.

Again, we request the opportunity to be a continued part of your operations. Attached is a copy of our two-year agreement for your review. Upon agreement and acceptance of the proposed contract terms, please sign and return a copy to our office (via email is acceptable).

Thank you,


Catie Austin-Brown

P.O. Box 398 · Buchanan, VA 24066 · 540-254-1085 · austinel@verizon.net



LEVEL III AWOS MAINTENANCE AGREEMENT
Warrenton-Fauquier Airport
HWY

January 1, 2026 – December 31, 2027

Austin Electrical Construction, Inc. (AEC) proposes to complete the required **two (2) Tri-Annual AWOS III Inspections** and **one (1) FAA Annual Inspection per contract year** at the Warrenton-Fauquier Airport in Warrenton, Virginia. A certified AEC Technician will perform an on-site inspection every four (4) months on your Level III AWOS. Please note one (1) of these inspections will be the FAA Annual Inspection, scheduled by the FAA, with an AEC Technician present. The proposed Maintenance Agreement cost is \$1,200.00 per visit, with an annual cost of \$3,600.00. Inspections will be billed to the airport, as completed.

Unscheduled emergency visits are an additional charge of \$1,000.00 per trip with \$110.00 per hour labor. Any parts or materials required for repairs will be charged to the airport at fifteen percent (15%) over cost. Austin Electrical Construction, Inc. will respond to an outage within 48 hours of notification.

The AWOS Logbook, as required by the FAA to be on-site, will be charged, if needed, at a rate of \$110.00. The AWOS Logbook will be shipped to, maintained and kept at the airport, as needed and requested by the Technician of Record.

Excluded from this proposed contract agreement are any additional special FAA inspections.

Please sign below to acknowledge agreement and acceptance of the above contract terms and return to Austin Electrical Construction, Inc. We look forward to working with you to maintain your Level III AWOS.

Catie Austin Brown

Catie Austin-Brown

Contract terms accepted by:

Name: *Kristen Hyton*

Title: *Dir of Procurement*

Signature: *KH*

Date: *10/10/2025*