STAFF REPORT
REGULAR MEETING

AGENDA DATE: October 27, 2026 **DEPARTMENT:** Electric Utility

TITLE:

First Amendment with Archstone Inspections, LLC dba Drops & Watts for Overflow Residential Energy Audits

SUMMARY:

This amendment authorizes Archstone Inspections, LLC dba Drops & Watts to provide Overflow Residential Audits for an additional three (3) years

BACKGROUND AND JUSTIFICATION:

The City of Lake Worth Beach, Electric Utility Department entered into an agreement with Archstone Inspections, LLC dba Drops & Watts on November 4, 2022, to provide professional services related to overflow residential energy audits. The Audits Program has been an integral component of the City's energy efficiency and water conservation initiatives. Through on-site and virtual audits, residential and commercial customers receive comprehensive evaluations of energy and water use, identification of inefficiencies, and practical recommendations to reduce utility consumption and operating costs.

Energy conservation audits include assessments of lighting systems, HVAC equipment, building envelope performance, appliances, water heating systems, irrigation controls, and other energy-consuming equipment. Auditors identify opportunities for improved efficiency, recommend cost-effective conservation measures, and educate customers on behavioral and operational practices that can further reduce energy demand. Water conservation services, including leak detection, irrigation evaluations, and fixture efficiency assessments, remain an important component of the program.

The program supports the City's long-term sustainability and resource management objectives by reducing peak energy demand, promoting efficient water use, lowering greenhouse gas emissions, decreasing operating costs for customers, and reducing demand on utility infrastructure. Audit findings also provide valuable information regarding customer consumption trends and help identify opportunities for future conservation initiatives and incentive programs. The consultant will provide comprehensive residential and commercial energy conservation audits, customer outreach and education, conservation reporting, program performance tracking, energy-use analyses, water efficiency evaluations, customized conservation recommendations, and follow-up support to encourage implementation of recommended measures. The City’s procurement code, section 2-122(a), and the City’s Procurement Policy, Procurement Process (b) (6) authorize the selection of a consultant to provide professional services with a distinctive field of expertise without competitive selection. The City’s procurement code, section 2-112(e)(1), similarly authorizes a single source procurement without competition if the single source is the only practicable source or in the best interest of the City.

MOTION:

Move to approve/disapprove the First Amendment with Archstone Inspections, LLC dba Drops & Watts for Overflow Residential Energy Audits

ATTACHMENT(S):

Fiscal Impact Analysis
First Amendment

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	**2027**	**2028**	**2029**	**2030**	**2031**
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	$45,000	$45,000	$45,000	0	0
Operating	0	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact *(If not budgeted)*	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

Contract Award – Existing Appropriation (Budgeted)	
	Expenditure
Department	Electric Utility
Division	Revenue Protection
GL Description	Contractual Service/ Other Contractual Service
GL Account Number	401-6035-531.34-50
Project Number	N/A
Requested Funds	$45,000
Remaining Balance	$25,000
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	Current Revenue