



**State Police Troop L Headquarters
Mandeville, La
HVAC System Replacement
State Project #'s: 01-107-06B-11, F.01003807
Engineer's Project: 2372
Pre-Design Meeting Minutes**

April 5, 2019
10:00 a.m.

Attendees:

David Dammon, Dammon Engineering, Inc
Bill Winsor, Dammon Engineering, Inc
Mark Bradley, FP&C
Louis Calato, LSP-L
Russell Mayfield, LSP-L

Minutes:

- Meeting opened with sign in of attendees.
- The following items were discussed during the meeting:
 1. Mark distributed a copy of the Pre-Design Conference Agenda.
 2. The HVAC system is being replaced with the removal and replacement of the existing HVAC System including ductwork with associated mold remediation, and any affected wall and ceiling finishes at the subject facility.
 3. The subject facility is an engineered metal building frame with CMU brick used as interior and exterior walls. The ceilings are suspended gypsum ceilings. The only attic access is a 3x3 personnel opening in the hallway.
 4. It was discussed as a possibility to replace the existing HVAC system with a 100% fresh air unit and installing ductless mini-splits in each office to allow for more zone control. This alternative solution will be investigated.
 5. The Program Completion phase is scheduled to be completed by 4/13/2019.

State Police Troop L Headquarters
 HVAC System Replacement
 Mandeville, La

Date: 4/5/2019

PROJECT NO 01-107-06B-11, F.01003807; State ID: S00814; Site Code: 1-52-004

Sign-In Sheet

Name	Company	Phone	Email
MARK E BRADLEY	FPAC	504 568-8545	mark.bradley@la.gov
Louis Calato	LSP-L	985-893-6250	louis.calato@la.gov
Russell MAYFIELD	LSP-L	985-966-2919	Russell.MAYFIELD@LA.GOV
BILL WINSOR	DAMMON & ASSOC.	985-290-2512	WINSOR1952@BELLSouth
David Dammon	Dammon	985-649-5832	David@dammonengineering.com