

November 22, 2011

To: Christopher M. Montana
Acting Director of Real Estate Division

From: Carlos E. Marquez
Manager, Lease Acquisitions

SPACE NEED REQUEST FOR REAL ESTATE WEBSITE

(Y) New (Y) Replacement () Acct. No.: 74CJ98952

Please include the below described space needs on the Real Estate website.

TENANT DEPARTMENT: Children and Family Services

PROGRAM(S): El Monte Region, Asian Pacific Project, American Indian Unit,
Deaf Services Unit, Medical Case Management Services, Adoption,
and Training

PRESENT LOCATION: 1373 Centre Court Drive, Covina
and 4024 Durfee Road, El Monte

SQUARE FOOTAGE: 60,550 RENTABLE: 60,550

TYPE OF SPACE: Office

COMMENCEMENT DATE: To be determined

PARKING REQUIREMENT: 300 parking spaces

AREA BOUNDARIES: El Monte, Irwindale, South El Monte

SPECIAL REQUIREMENTS: None

AGENT: Kevin Webb

TELEPHONE #: (213) 974-4170