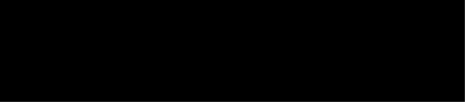


Armando Telles



October 18, 2023

Ohio Department of Administrative Services  
30 E. Broad St.  
Columbus, Ohio 43215

**RE: PUBLIC RECORDS ACT REQUEST**

Dear Public Records Officer:

Pursuant to Ohio Public Records Act, §149.43 *et seq.*, I am requesting the following records:

1. All correspondence, from January 1, 2022 through the date of this request, between (1) any employees of the Department of Administrative Services; and (2) any employees of the Secretary of State relating to the Office of the Secretary of State's office relocation.
2. All records relating to any analysis the Department of Administrative Services performed related to the Secretary of State's office relocation, including all records relating to alternative properties considered.
3. All records relating to the Department of Administrative Services consideration of the commercial real estate lease for office space with CC 13, LLC, 50 West Broad Street, Suite 1600, Columbus, Ohio 43215 for the Office of the Ohio Secretary of State.
4. Any other records or correspondence related to parking for the office space at CC 13, LLC, 50 West Broad Street, Suite 1600, Columbus, Ohio 43215.

Please produce all records you can provide, even if you conclude that you are unable to comply with certain parts of the request. If any information on these records is exempt from public inspection, I ask that you release a redacted version of the records. *See* Ohio Rev. Code Ann. § 149.43(B)(1). If any documents or portions of documents are withheld, I request that you state the specific legal and factual grounds for withholding. *Id.* § 149.43(B)(3). Further, please identify each record that falls within the scope of this request but is withheld from release.

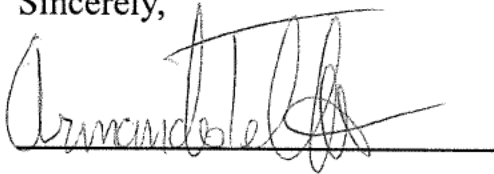
Where applicable, electronic formats of documents (*e.g.*, .txt, .xls, .csv, .dbf) are preferred. If records can be e-mailed, please email them to [REDACTED]. If records cannot be emailed, please let me know, by e-mail or phone and I will send someone to your office to pick them up.

I am willing to pay all reasonable costs incurred in locating and duplicating these materials. Please contact me prior to approving any fees or charges incurred in excess of \$200.

I request a prompt response to this request. *See id.* § 149.43(B)(1). If you expect a delay in responding to or in fulfilling this request, please contact me about when I may expect the requested records. If you cannot comply with my request, please provide an explanation in writing.

Thank you for your assistance with this request. I am willing to discuss ways to make this request more manageable to your office. Please do not hesitate to contact me at [REDACTED] or [REDACTED].

Sincerely,

A handwritten signature in black ink, appearing to read 'Armando Telles', written over a horizontal line.

10/18/2023

ARMANDO TELLES