



Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
**Delivery Order**

Order Date: 05-16-2024

CORRECT ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS ORDER SHOULD BE DIRECTED TO THE DEPARTMENT CONTACT.

<b>Order Number:</b>	CDO 0216 0216 FIN2200000004 10	<b>Procurement Folder:</b>	999767
<b>Document Name:</b>	Finance the Purchase of 150 Vehicles	<b>Reason for Modification:</b>	To reflect new principal and interest amounts on the amortization schedule with payment amount remaining the same. To reflect amount of cancelled vehicles.
<b>Document Description:</b>	Contract #FINANCE21, Appendix 2021-10		
<b>Procurement Type:</b>	Central Delivery Order		
<b>Buyer Name:</b>	Mark A Atkins		
<b>Telephone:</b>	(304) 558-2307		
<b>Email:</b>	mark.a.atkins@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b>	CMA 0212 FINANCE21 10
<b>Free on Board:</b>	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT			
<b>Vendor Customer Code:</b>	000000191232	<b>Requestor Name:</b>	Kenneth H Yoakum		
BANC OF AMERICA PUBLIC CAPITAL CORP BANK OF AMERICA CENTER		<b>Requestor Phone:</b>	(304) 558-2106		
RICHMOND VA 232193500		<b>Requestor Email:</b>	kenny.h.yoakum@wv.gov		
US		<div style="font-size: 48pt; font-weight: bold;">24</div> <b>FILE LOCATION</b> _____			
<b>Vendor Contact Phone:</b>	804-788-3345			<b>Extension:</b>	
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
ACCOUNTING SECTION DEPARTMENT OF ADMINISTRATION 2019 WASHINGTON ST E PO BOX 50121 CHARLESTON WV 25305-0121 US	FINANCE DIVISION DEPARTMENT OF ADMINISTRATION BLDG 17 2101 WASHINGTON ST E CHARLESTON WV 25305 US

<b>Total Order Amount:</b>	\$4,882,356.97
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Purchasing Division's File Copy

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *Mark A Atkins* 5/20/2024  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE: *Dunlop* 5-20-24  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

CHANGE ORDER NO. 3  
ISSUED TO REFLECT NEW AMORTIZATION SCHEDULE FOR FUTURE PAYMENTS AFTER THE AMOUNT OF CANCELLED VEHICLES WAS USED TO FORGIVE PAYMENTS FROM 11/1/2024 THROUGH 03/1/2026 WHICH SHORTENED THE LIFE OF THE APPENDIX. THE APPENDIX WILL BE PAID IN FULL 10/1/2024. THE PAYMENT AMOUNT WILL REMAIN THE SAME.  
THE REMAINING BALANCE WHICH IS REFLECTED IN FY2024 AND WILL BE CANCELLED ONCE THE APPENDIX IS PAID IN FULL.  
EFFECTIVE DATE: JULY 1, 2024.

CHANGE ORDER NO. 2  
ISSUED FOR VEHICLE BUYOUT AND REDUCTION IN FUTURE PAYMENTS.  
THERE WILL BE A SMALL SAVINGS IN INTEREST.  
EFFECTIVE DATE: 03/01/2024

CHANGE ORDER NO. 1  
ISSUED FOR VEHICLE BUYOUT AND REDUCTION IN FUTURE PAYMENTS.  
THERE WILL BE A SMALL SAVINGS IN INTEREST.  
EFFECTIVE DATE: 08/01/2022.

APPENDIX 2021-10  
EFFECTIVE DATE: 02/08/2022  
TO FINANCE THE PURCHASE OF 150 VEHICLES: AMOUNT FINANCED: \$4,913,898.24  
WITH 48 MONTHLY PAYMENTS OF: \$102,372.88  
WITH THE FIRST PAYMENT DUE: 04/01/2022  
THE FINAL PAYMENT DUE: 03/01/2026  
INTEREST RATE OF: 1.6682%  
FOR THE FOLLOWING CDO'S: FLT22\*6, FLT22\*7, FLT22\*9, FLT22\*10, FLT22\*11, FLT22\*13, FLT22\*14, FLT22\*15, FLT22\*16, FLT22\*18, FLT22\*19, FLT22\*20, FLT22\*21,FLT22\*22

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	84101703	0.00000		\$0.0000	\$409,491.52
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-04-01	2026-03-01			2022-08-01	

**Commodity Line Description:** Financing Agreement

**Extended Description:**  
APPENDIX 2021-10

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	84101703	0.00000		\$0.0000	\$26,664.33
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-04-01	2026-03-01			2022-08-01	

**Commodity Line Description:** Change Order #1 Appendix 2021-10 Finance of Vehicle Buyout

**Extended Description:**  
Amount of Vehicle Buyout.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	84101703	0.00000		\$0.0000	\$1,933,582.90
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-04-01	2026-03-01			2024-02-22	

**Commodity Line Description:** Future Payments CO#1 Appendix 2021-10 Finance of Vehicles

**Extended Description:**  
REFLECT NEW AMORTIZATION SCHEDULE FOR FUTURE PAYMENTS AFTER BUYOUT #1.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	84101703	0.00000		\$0.0000	\$27,252.93
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-04-01	2026-03-01				2024-02-22

**Commodity Line Description:** Change Order #2 Appendix 2021-10 Financed Vehicles.

**Extended Description:**  
CHANGE ORDER #2 BUYOUT OF TOTALED VEHICLE.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	84101703	0.00000		\$0.0000	\$302,891.47
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-04-01	2026-03-01				2024-05-16

**Commodity Line Description:** Future Payments CO#2 Appendix 2021-10 Finance of Vehicles

**Extended Description:**  
REFLECT NEW AMORTIZATION SCHEDULE FOR FUTURE PAYMENTS AFTER BUYOUT #2.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	84101703	0.00000		\$0.0000	\$2,182,473.82
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-04-01	2026-03-01				2024-05-16

**Commodity Line Description:** Future Payments CO#3 Appendix 2021-10 Finance of Vehicles

**Extended Description:**  
REFLECT NEW AMORTIZATION SCHEDULE FOR FUTURE PAYMENTS AND TO REFECT MARKDOWN OF CANCELLED VEHICLES.

**Bank of America**



January 27, 2024

BOKF, National Association.  
Corporate Trust  
P.O. Box 1270  
Tulsa, OK 74191

555 California Street  
6<sup>th</sup> Floor  
M/C CA5-705-04-01  
San Francisco, CA 94104

Dear Escrow Agent:

Reference is made to that certain Master Lease Purchasing Financing Agreement dated as of February 1, 2021 between Banc of America Public Capital Corp as Lessor and the Purchasing Division of the Department of Administration of the State of West Virginia ("Purchasing"), on behalf of the Lessees specified in the attached appendices as Lessee (the "Lease"). All terms not defined herein shall have the same meanings as defined in the Lease.

Reference is also made to that certain Master Escrow and Account Control Agreement dated as of February 1, 2021 by and among Banc of America Public Capital Corp, the Purchasing Division of the Department of Administration of the State of West Virginia, on behalf of certain agencies which constitute body politics duly organized and existing under the laws of the State of West Virginia and BOKF, National Association (the "Escrow Agreement") and Finance Division of the Department of Administration of the State of West Virginia Escrow Fund ("Escrow Account").

Please be advised that the final disbursement from the above referenced Escrow Account, 82-4643-10-0 occurred on December 27, 2022. In accordance with Section 4 of the Master Escrow and Account Control Agreement, the remaining amount plus accrued interest, which as of February 22, 2024 is \$1,699,882.10 shall be distributed by the Escrow Agent to the Lessor in order for the Lessor to apply such funds to amounts owed by Lessee under the MLPFA and applicable Appendix. Any residual income shall also be submitted to the below instructions.

The remaining funds are to be wire transferred as follows:

Name of Bank: Bank of America  
Address: Charlotte, NC  
ABA#: 0260-0959-3  
Acct No: 1233401992  
Account Name: Banc of America Public Capital Corp  
Account Address: 555 California Street, 6<sup>th</sup> Floor, San Francisco, CA 94104  
Attn: Accounting Control Commercial  
Reference: Customer No.20102-94

In accordance with Section 1(d) of the Escrow Agreement, the agreement shall be terminated upon the final distribution of amounts of the Escrow Account.

If you have any questions with respect to the above instructions please contact me at 443-541-2613 or via email at [augustine.reichenbach@bofa.com](mailto:augustine.reichenbach@bofa.com).

Very truly yours,

Banc of America Public Capital Corp  
as Lessor

By 

Title Authorized Agent

**AMORTIZATION SCHEDULE**

**APPENDIX 2021-10**

**FIN22\*4**

Payment Number	Date of Payment	Funding	Payment Amount	Interest Portion 1.6682%	Principal	Ending Balance		
	2/8/2022	\$4,747,551.56				\$4,747,551.56		
							<u>Principal</u>	<u>Interest</u>
1	4/1/2022		\$ 102,372.88	\$ 11,500.07	\$ 90,872.81	\$4,656,678.75		
2	5/1/2022		\$ 102,372.88	\$ 6,384.88	\$ 95,988.00	\$4,560,690.74		
3	6/1/2022		\$ 102,372.88	\$ 6,253.26	\$ 96,119.62	\$4,464,571.13		
4	7/1/2022		\$ 102,372.88	\$ 6,121.47	\$ 96,251.41	\$4,368,319.72	<b>FY22</b>	
5	8/1/2022		\$ 102,372.88	\$ 5,989.50	\$ 96,383.38	\$4,271,936.34		
	<b>8/1/2022</b>		<b>\$ 26,664.33</b>	<b>\$ -</b>	<b>\$ 26,664.33</b>	<b>\$4,245,272.01</b>	<b>Buyout</b>	<b>\$ 26,664.33</b>
6	9/1/2022		\$ 101,733.89	\$ 5,820.79	\$ 95,913.10	\$4,149,358.91		
7	10/1/2022		\$ 101,733.89	\$ 5,689.28	\$ 96,044.61	\$4,053,314.30		
8	11/1/2022		\$ 101,733.89	\$ 5,557.59	\$ 96,176.30	\$3,957,138.01		
9	12/1/2022		\$ 101,733.89	\$ 5,425.72	\$ 96,308.17	\$3,860,829.84		
10	1/1/2023		\$ 101,733.89	\$ 5,293.67	\$ 96,440.22	\$3,764,389.63		
11	2/1/2023		\$ 101,733.89	\$ 5,161.44	\$ 96,572.45	\$3,667,817.18		
12	3/1/2023		\$ 101,733.89	\$ 5,029.03	\$ 96,704.86	\$3,571,112.32		
13	4/1/2023		\$ 101,733.89	\$ 4,896.44	\$ 96,837.45	\$3,474,274.86		
14	5/1/2023		\$ 101,733.89	\$ 4,763.66	\$ 96,970.23	\$3,377,304.63		
15	6/1/2023		\$ 101,733.89	\$ 4,630.70	\$ 97,103.19	\$3,280,201.44		
16	7/1/2023		\$ 101,733.89	\$ 4,497.56	\$ 97,236.33	\$3,182,965.11	<b>FY23</b>	
							\$ 1,062,306.90	\$ 56,765.89
17	8/1/2023		\$ 101,733.89	\$ 4,364.24	\$ 97,369.65	\$3,085,595.46		
18	9/1/2023		\$ 101,733.89	\$ 4,230.73	\$ 97,503.16	\$2,988,092.30		
19	10/1/2023		\$ 101,733.89	\$ 4,097.04	\$ 97,636.85	\$2,890,455.46		
20	11/1/2023		\$ 101,733.89	\$ 3,963.17	\$ 97,770.72	\$2,792,684.74		
21	12/1/2023		\$ 101,733.89	\$ 3,829.12	\$ 97,904.77	\$2,694,779.96		
22	1/1/2024		\$ 101,733.89	\$ 3,694.88	\$ 98,039.01	\$2,596,740.95		
23	2/1/2024		\$ 101,733.89	\$ 3,560.45	\$ 98,173.44	\$2,498,567.51		
24	3/1/2024		\$ 101,733.89	\$ 3,425.84	\$ 98,308.05	\$2,400,259.46		
							\$ 782,705.65	\$ 31,165.47
25	<b>3/1/2024</b>		<b>\$ 27,252.93</b>	<b>\$ -</b>	<b>\$ 27,252.93</b>	<b>\$2,373,006.53</b>	<b>Buyout</b>	<b>\$ 27,252.93</b>
26	4/1/2024		\$ 100,578.79	\$ 3,253.68	\$ 97,325.11	\$2,275,681.43		
27	5/1/2024		\$ 100,578.79	\$ 3,120.24	\$ 97,458.55	\$2,178,222.88		
28	6/1/2024		\$ 100,578.79	\$ 2,986.61	\$ 97,592.18	\$2,080,630.70		
29	7/1/2024		\$1,699,882.10	\$ -	\$1,699,882.10	\$380,748.60	<b>Markdown</b>	<b>\$ 1,699,882.10</b>
30	7/1/2024		\$ 100,578.79	\$ 522.05	\$ 100,056.74	\$280,691.86	<b>FY24</b>	
							\$ 100,056.74	\$ 522.05
31	8/1/2024		\$ 100,578.79	\$ 384.86	\$ 100,193.93	\$180,497.94		
32	9/1/2024		\$ 100,578.79	\$ 247.48	\$ 100,331.31	\$80,166.63		
33	10/1/2024		\$ 80,276.55	\$ 109.92	\$ 80,166.63	\$0.00	<b>FY25</b>	
							\$ 280,691.86	\$ 742.27
<b>Total</b>			<b>\$4,882,356.96</b>	<b>\$ 134,805.40</b>	<b>\$ 4,747,551.56</b>		<b>\$ 4,747,551.56</b>	<b>\$ 134,805.40</b>

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>02</u> Date: <u>5/20/2024</u>  Solicitation No. <u>Co# 3</u>	Agency: Finance Division  Procurement Officer Submitting Requisition: Carrie Looney  Requisition No. CDO FIN22*4 - Change Order No. 3  PF No.: <u>999767</u>
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

## FOR ALL SOLICITATION TYPES:

#	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions ( <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a> )	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
9	Fleet Management Division pre-approval	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### FOR CHANGE ORDERS/RENEWALS:

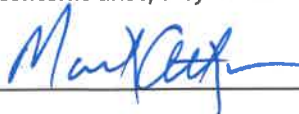
13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Justification for price increases/backdating/other	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*\*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

*For Purchasing Division Use Only:*

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: \_\_\_\_\_





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**BANC OF AMERICA PUBLIC CAPITAL CORP**

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C   Corporation	8/6/2006		8/6/2006	Foreign	Profit				

Organization Information		
<b>Business Purpose</b>	5324 - Real Estate and Rental and Leasing - Rental and Leasing Services - Commercial/Industrial Equip Rental and Leasing construction, transportation, mining, forestry, commercial air, rail, water, office)	
<b>Charter County</b>		<b>Capital Stock</b>
<b>Charter State</b>	KS	<b>Control Number</b> 87351
<b>At Will Term</b>		<b>Excess Acres</b>
<b>At Will Term Years</b>		<b>Member Managed</b>
<b>Authorized Shares</b>		<b>Par Value</b>
		<b>Young Entrepreneur</b> Not Specified

Addresses	
Type	Address
<b>Local Office Address</b>	C/O CT CORPORATION SYSTEM 1627 QUARRIER ST CHARLESTON, WV, 26311
<b>Mailing Address</b>	555 CALIFORNIA STREET 4TH FLOOR SAN FRANCISCO, CA, 94104 USA
<b>Notice of Process Address</b>	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 CHARLESTON, WV, 253181561
<b>Principal Office Address</b>	555 CALIFORNIA STREET 4TH FLOOR SAN FRANCISCO, CA, 94104 USA
Type	Address

Officers	
Type	Name/Address
<b>Director</b>	JEAN M. BELL 555 CALIFORNIA STREET 4TH FLOOR SAN FRANCISCO, CA, 94104
<b>Director</b>	ANDREW R. BROWN 555 CALIFORNIA STREET 4TH FLOOR SAN FRANCISCO, CA, 94104
<b>President</b>	GEOFFREY R. CULM 555 CALIFORNIA STREET 4TH FLOOR SAN FRANCISCO, CA, 94104
<b>Secretary</b>	BRAD KOSTER 555 CALIFORNIA STREET 4TH FLOOR SAN FRANCISCO, CA, 94104
<b>Treasurer</b>	STEVEN F. THOMAS 555 CALIFORNIA STREET 4TH FLOOR SAN FRANCISCO, CA, 94104
<b>Vice-President</b>	NATHAN A. BARTH 555 CALIFORNIA STREET 4TH FLOOR SAN FRANCISCO, CA, 94104
Type	Name/Address

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"Bank of America Public Capital Corp" ✕

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