

## AMENDMENT NO. 3 TO NASPO MASTER AGREEMENT 23011

**THIS AMENDMENT** is by and between the State of Minnesota, acting through its Commissioner of Administration (“State”), and HP, Inc., 1501 Page Mill Road, Palo Alto, CA 94304-1126 (“Contractor”).

**WHEREAS**, the State has an agreement with the Contractor identified as NASPO Master Agreement 23011, July 1, 2023, through June 30, 2025 (“Master Agreement”), to provide Computer Equipment, Peripherals, & Related Services; and

**WHEREAS**, Minn. Stat. § 16C.03, subd. 5, affords the Commissioner of Administration, or delegate pursuant to Minn. Stat. § 16C.03, subd. 16, the authority to amend contracts; and

**WHEREAS**, the terms of the Master Agreement allow the State to amend the Master Agreement as specified herein, upon the mutual agreement of the Office of State Procurement and the Contractor in a fully executed amendment to the Master Agreement.

**NOW, THEREFORE**, it is agreed by the parties to amend the Master Agreement as follows:

1. That Master Agreement 23011 is extended to June 30, 2028, at the same terms and conditions.
2. That Master Agreement 23011 is amended as follows: Exhibit D: Price Schedule, is deleted in its entirety and replaced with the attached “Exhibit D: Price Schedule, Amendment 3.”

This Amendment is effective beginning July 1, 2025, or upon the date that the final required signatures are obtained, whichever occurs later, and shall remain in effect through contract expiration, or until the Master Agreement is canceled, whichever occurs first.

Except as herein amended, the provisions of the Master Agreement between the parties hereto are expressly reaffirmed and remain in full force and effect.

**IN WITNESS WHEREOF**, the parties have caused this Amendment to be duly executed intending to be bound thereby.

<p><b>1. HP, INC.</b></p> <p>The Contractor certifies that the appropriate person(s) have executed this Amendment on behalf of the Contractor as required by applicable articles, bylaws, resolutions, or ordinances.</p> <p>DocuSigned by:</p> <p>By: <u>Colleen Lively</u></p> <p>Signature ID: E4AB089566415...</p> <p><u>Colleen Lively</u></p> <p>Printed Name</p> <p>Title: <u>Contracts Specialist</u></p> <p>Date: <u>4/2/2025</u></p>	<p><b>2. OFFICE OF STATE PROCUREMENT</b></p> <p>In accordance with Minn. Stat. § 16C.03, subd. 3.</p> <p>DocuSigned by:</p> <p>By: <u>Elizabeth M. Randa</u></p> <p>Signature ID: DE739C8ED492...</p> <p><u>Elizabeth M. Randa</u></p> <p>Printed Name</p> <p>Title: <u>Acquisition Management Specialist</u></p> <p>Date: <u>4/2/2025</u></p>
<p><b>3. COMMISSIONER OF ADMINISTRATION</b></p> <p>Or delegated representative.</p> <p>DocuSigned by:</p> <p>By: <u>Andy Doran</u></p> <p>Signature ID: 66E02A26D7604BA...</p> <p><u>Andy Doran</u></p> <p>Printed Name</p> <p>Title: <u>IT Acquisitions Supervisor</u></p> <p>Date: <u>4/2/2025</u></p>	

**Exhibit D: Price Schedule, Amendment 3***NASPO ValuePoint Computer Equipment (2023-2028)***CONTROL SET****Master Agreement:** 23011**Contractor Name:** HP Inc.**Awarded Bands:**

<b>x</b>	Band 1: Personal Computing Devices (Windows)
<b>x</b>	Band 2: Personal Computing Devices (Non-Windows)
	Band 3: Servers and Storage

<b>Band</b>	<b>Category Code</b>	<b>Category Description</b>	<b>Discount off Baseline List</b>
1	1B	Band 1 - Minimum Discount	<b>13.0%</b>
1	1B-1	Desktops Entry-Level & Specialty Desktops (includes AIO)	20.0%
1	1B-2	Desktops Mid-Range	25.0%
1	1B-3	Desktops High-End	25.0%
1	1B-4	Retail Solutions	25.0%
1	1B-5	Desktop CTO (Configure To Order) Systems	25.0%
1	1B-6	Desktop CTO configure to order system bundled in one customer part number	25.0%
1	1B-7	Desktop Options and Accessories	25.0%
1	1B-8	Entry / Value Workstations	28.0%
1	1B-9	Mid-Range Workstations	28.0%
1	1B-10	High-End Workstations	28.0%
1	1B-11	Workstation CTO (Configure To Order) Systems	28.0%
1	1B-12	Workstation CTO configure to order system bundled in one customer part number	28.0%
1	1B-13	Workstation Options and Accessories	28.0%
1	1B-14	Thin Clients	20.0%
1	1B-15	Thin Client Options and Accessories	20.0%
1	1B-16	Chromebook	
1	1B-17	Specialty Tablets; Mini Tablet, Elite pad	25.0%
1	1B-18	Entry Level Tablets	25.0%
1	1B-19	Ultra-light & Tablet PCs	25.0%
1	1B-20	Mid-Range Tablets	25.0%
1	1B-21	Entry-Level Notebooks	20.0%
1	1B-22	Value Notebooks	20.0%
1	1B-23	Mid-Range Notebooks, ProBook Series	25.0%
1	1B-24	Notebook High-End and workstation mobility	25.0%
1	1B-25	Notebook & Tablet PC CTO Modules	25.0%
1	1B-26	Notebook & Tablet Options and Accessories	25.0%
1	1B-27	Notebook Accessories - Education Software	30.0%
1	1B-28	All HP Smart Buys/Promotions/Specials	1.0%
1	1B-29	Peripherals All HP Commercial Monitors	20.0%
1	1B-30	Peripherals Monitor Options and Accessories	20.0%

**Exhibit D: Price Schedule, Amendment 3**

<b>Band</b>	<b>Category Code</b>	<b>Category Description</b>	<b>Discount off Baseline List</b>
1	1B-31	Peripherals All HP Printers including, but not limited to All-in-One, Multifunction, LaserJet, Inkjet, Large Format Printer Models	28.0%
1	1B-32	Peripherals All HP Scanners	28.0%
1	1B-33	Peripherals All Printer and Scanner Options & Accessories	28.0%
1	1B-34	Peripheral LaserJet cartridges	25.0%
1	1B-35	Peripherals InkJet cartridges	20.0%
1	1B-36	Peripherals DesignJet Ink/Cartridges	23.0%
1	1B-37	Peripherals Access Control for Print	28.0%
1	1B-38	All Peripheral Smart Buys/Promotions/Specials	1.0%
1	1B-39	OMEN EsPort/Gaming notebooks including accessories/options	5.0%
1	1B-40	Poly Conf Room Video	14.0%
1	1B-41	Poly Video Conf Webcams	5.0%
1	1B-42	Poly Video Conferencing	8.0%
1	1T	Band 1 - Third Party Product Minimum Discount	<b>5.0%</b>
1	1T-1	APC	15.0%
1	1T-2	All Third Party Hardware	10.0%
1	1T-3	All Third Party Software	5.0%
2	2B	Band 2 - Minimum Discount	<b>13.0%</b>
2	2B-1	Desktops Entry-Level & Specialty Desktops (includes AIO)	20.0%
2	2B-2	Desktops Mid-Range	25.0%
2	2B-3	Desktops High-End	25.0%
2	2B-4	Retail Solutions	25.0%
2	2B-5	Desktop CTO (Configure To Order) Systems	25.0%
2	2B-6	Desktop CTO configure to order system bundled in one customer part number	25.0%
2	2B-7	Desktop Options and Accessories	25.0%
2	2B-8	Entry / Value Workstations	28.0%
2	2B-9	Mid-Range Workstations	28.0%
2	2B-10	High-End Workstations	28.0%
2	2B-11	Workstation CTO (Configure To Order) Systems	28.0%
2	2B-12	Workstation CTO configure to order system bundled in one customer part number	28.0%
2	2B-13	Workstation Options and Accessories	28.0%
2	2B-14	Thin Clients	20.0%
2	2B-15	Thin Client Options and Accessories	20.0%
2	2B-16	Chromebook	
2	2B-17	Specialty Tablets; Mini Tablet, Elite pad	25.0%
2	2B-18	Entry Level Tablets	25.0%
2	2B-19	Ultra-light & Tablet PCs	25.0%
2	2B-20	Mid-Range Tablets	25.0%
2	2B-21	Entry-Level Notebooks	20.0%
2	2B-22	Value Notebooks	20.0%
2	2B-23	Mid-Range Notebooks, ProBook Series	25.0%
2	2B-24	Notebook High-End and workstation mobility	25.0%
2	2B-25	Notebook & Tablet PC CTO Modules	25.0%

**Exhibit D: Price Schedule, Amendment 3**

<b>Band</b>	<b>Category Code</b>	<b>Category Description</b>	<b>Discount off Baseline List</b>
2	2B-26	Notebook & Tablet Options and Accessories	25.0%
2	2B-27	Notebook Accessories - Education Software	30.0%
2	2B-28	All HP Smart Buys/Promotions/Specials	1.0%
2	2B-29	Peripherals All HP Commercial Monitors	20.0%
2	2B-30	Peripherals Monitor Options and Accessories	20.0%
2	2B-31	Peripherals All HP Printers including, but not limited to All-in-One, Multifunction, LaserJet, Inkjet, Large Format Printer Models	28.0%
2	2B-32	Peripherals All HP Scanners	28.0%
2	2B-33	Peripherals All Printer and Scanner Options & Accessories	28.0%
2	2B-34	Peripheral LaserJet cartridges	25.0%
2	2B-35	Peripherals InkJet cartridges	20.0%
2	2B-36	Peripherals DesignJet Ink/Cartridges	23.0%
2	2B-37	Peripherals Access Control for Print	28.0%
2	2B-38	All Peripheral Smart Buys/Promotions/Specials	1.0%
2	2B-39	OMEN EsPort/Gaming notebooks including accessories/options	5.0%
2	2B-40	Poly Conf Room Video	14.0%
2	2B-41	Poly Video Conf Webcams	5.0%
2	2B-42	Poly Video Conferencing	8.0%
2	2T	Band 2 - Third Party Product Minimum Discount	5.0%
2	2T-1	APC	15.0%
2	2T-2	All Third Party Hardware	10.0%
2	2T-3	All Third Party Software	5.0%
	S	Custom Services	10.0%
	S	HP Care Pack Services	24.0%
	S	HP Care Pack Services Smart Buys (promotions/specials)	1.0%
	S	Prebuilt standard HP Image Load & Consulting	10.0%
	S	HP standard Asset Tags	10.0%
	S	Value Added Logistics	10.0%
	S	Onsite Deployment/Installation	10.0%
	S	HP Proactive Management Solutions	10.0%
	S	HP Proactive Security Solutions	10.0%
	S	HP Device Recovery Services	10.0%
	S	HP Poly Services	2.0%



**Exhibit D: Price Schedule, Amendment 3****Discount Structure**

**Master Agreement:** 23011  
**Contractor Name:** HP Inc.  
**Baseline Price List:** Posted on Contractor's dedicated NASPO ValuePoint website

**Band 1: Personal Computer Equipment (Windows OS)**

<b>Band</b>	<b>Category Code</b>	<b>Category Description</b>	<b>Discount off Baseline List</b>
<b>1</b>	<b>1B</b>	<b>Band 1 - Minimum Discount</b>	<b>13.0%</b>
1	1B-1	Desktops Entry-Level & Specialty Desktops (includes AIO)	20.0%
1	1B-2	Desktops Mid-Range	25.0%
1	1B-3	Desktops High-End	25.0%
1	1B-4	Retail Solutions	25.0%
1	1B-5	Desktop CTO (Configure To Order) Systems	25.0%
1	1B-6	Desktop CTO configure to order system bundled in one customer part number	25.0%
1	1B-7	Desktop Options and Accessories	25.0%
1	1B-8	Entry / Value Workstations	28.0%
1	1B-9	Mid-Range Workstations	28.0%
1	1B-10	High-End Workstations	28.0%
1	1B-11	Workstation CTO (Configure To Order) Systems	28.0%
1	1B-12	Workstation CTO configure to order system bundled in one customer part number	28.0%
1	1B-13	Workstation Options and Accessories	28.0%
1	1B-14	Thin Clients	20.0%
1	1B-15	Thin Client Options and Accessories	20.0%
1	1B-16	Chromebook	
1	1B-17	Specialty Tablets; Mini Tablet, Elite pad	25.0%
1	1B-18	Entry Level Tablets	25.0%
1	1B-19	Ultra-light & Tablet PCs	25.0%
1	1B-20	Mid-Range Tablets	25.0%
1	1B-21	Entry-Level Notebooks	20.0%
1	1B-22	Value Notebooks	20.0%
1	1B-23	Mid-Range Notebooks, ProBook Series	25.0%
1	1B-24	Notebook High-End and workstation mobility	25.0%
1	1B-25	Notebook & Tablet PC CTO Modules	25.0%
1	1B-26	Notebook & Tablet Options and Accessories	25.0%
1	1B-27	Notebook Accessories - Education Software	30.0%
1	1B-28	All HP Smart Buys/Promotions/Specials	1.0%
1	1B-29	Peripherals All HP Commercial Monitors	20.0%
1	1B-30	Peripherals Monitor Options and Accessories	20.0%
1	1B-31	Peripherals All HP Printers including, but not limited to All-in-One, Multifunction, LaserJet, Inkjet, Large Format Printer Models	28.0%
1	1B-32	Peripherals All HP Scanners	28.0%
1	1B-33	Peripherals All Printer and Scanner Options & Accessories	28.0%
1	1B-34	Peripheral LaserJet cartridges	25.0%
1	1B-35	Peripherals InkJet cartridges	20.0%

**Exhibit D: Price Schedule, Amendment 3****Discount Structure**

<b>Band</b>	<b>Category Code</b>	<b>Category Description</b>	<b>Discount off Baseline List</b>
1	1B-36	Peripherals DesignJet Ink/Cartridges	23.0%
1	1B-37	Peripherals Access Control for Print	28.0%
1	1B-38	All Peripheral Smart Buys/Promotions/Specials	1.0%
1	1B-39	OMEN EsPort/Gaming notebooks including accessories/options	5.0%
1	1B-40	Poly Conf Room Video	14.0%
1	1B-41	Poly Video Conf Webcams	5.0%
1	1B-42	Poly Video Conferencing	8.0%
<b>1</b>	<b>1T</b>	<b>Band 1 - Third Party Product Minimum Discount</b>	<b>5.0%</b>
1	1T-1	APC	15.0%
1	1T-2	All Third Party Hardware	10.0%
1	1T-3	All Third Party Software	5.0%

**Band 2: Personal Computer Equipment (Non-Windows OS)**

<b>Band</b>	<b>Category Code</b>	<b>Category Description</b>	<b>Discount off Baseline List</b>
<b>2</b>	<b>2B</b>	<b>Band 2 - Minimum Discount</b>	<b>13.0%</b>
2	2B-1	Desktops Entry-Level & Specialty Desktops (includes AIO)	20.0%
2	2B-2	Desktops Mid-Range	25.0%
2	2B-3	Desktops High-End	25.0%
2	2B-4	Retail Solutions	25.0%
2	2B-5	Desktop CTO (Configure To Order) Systems	25.0%
2	2B-6	Desktop CTO configure to order system bundled in one customer part number	25.0%
2	2B-7	Desktop Options and Accessories	25.0%
2	2B-8	Entry / Value Workstations	28.0%
2	2B-9	Mid-Range Workstations	28.0%
2	2B-10	High-End Workstations	28.0%
2	2B-11	Workstation CTO (Configure To Order) Systems	28.0%
2	2B-12	Workstation CTO configure to order system bundled in one customer part number	28.0%
2	2B-13	Workstation Options and Accessories	28.0%
2	2B-14	Thin Clients	20.0%
2	2B-15	Thin Client Options and Accessories	20.0%
2	2B-16	Chromebook	
2	2B-17	Specialty Tablets; Mini Tablet, Elite pad	25.0%
2	2B-18	Entry Level Tablets	25.0%
2	2B-19	Ultra-light & Tablet PCs	25.0%
2	2B-20	Mid-Range Tablets	25.0%
2	2B-21	Entry-Level Notebooks	20.0%
2	2B-22	Value Notebooks	20.0%
2	2B-23	Mid-Range Notebooks, ProBook Series	25.0%
2	2B-24	Notebook High-End and workstation mobility	25.0%
2	2B-25	Notebook & Tablet PC CTO Modules	25.0%
2	2B-26	Notebook & Tablet Options and Accessories	25.0%
2	2B-27	Notebook Accessories - Education Software	30.0%

**Exhibit D: Price Schedule, Amendment 3****Discount Structure**

<b>Band</b>	<b>Category Code</b>	<b>Category Description</b>	<b>Discount off Baseline List</b>
2	2B-28	All HP Smart Buys/Promotions/Specials	1.0%
2	2B-29	Peripherals All HP Commercial Monitors	20.0%
2	2B-30	Peripherals Monitor Options and Accessories	20.0%
2	2B-31	Peripherals All HP Printers including, but not limited to All-in-One, Multifunction, LaserJet, Inkjet, Large Format Printer Models	28.0%
2	2B-32	Peripherals All HP Scanners	28.0%
2	2B-33	Peripherals All Printer and Scanner Options & Accessories	28.0%
2	2B-34	Peripheral LaserJet cartridges	25.0%
2	2B-35	Peripherals InkJet cartridges	20.0%
2	2B-36	Peripherals DesignJet Ink/Cartridges	23.0%
2	2B-37	Peripherals Access Control for Print	28.0%
2	2B-38	All Peripheral Smart Buys/Promotions/Specials	1.0%
2	2B-39	OMEN EsPort/Gaming notebooks including accessories/options	5.0%
2	2B-40	Poly Conf Room Video	14.0%
2	2B-41	Poly Video Conf Webcams	5.0%
2	2B-42	Poly Video Conferencing	8.0%
<b>2</b>	<b>2T</b>	<b>Band 2 - Third Party Product Minimum Discount</b>	<b>5.0%</b>
2	2T-1	APC	15.0%
2	2T-2	All Third Party Hardware	10.0%
2	2T-3	All Third Party Software	5.0%

**Exhibit D: Price Schedule, Amendment 3****Volume-Based Discounts**

**Master Agreement:** 23011  
**Contractor Name:** HP Inc.

**All Awarded Bands****1. Per Transaction Multiple Unit Discount(s)**

*Contractor provides a contractual volume discount program as follows based on dollars in a single purchase order or combination of purchase orders submitted at one time by a Purchasing Entity, or multiple entities conducting a cooperative purchase.*

The estimated additional Volume Discount pricing below may be available by contacting your HP Sales Representative. Be sure to provide HP with your product selection/combination, quantities, timeline of purchase or any other additional information in order to obtain these additional discounts. These discounts exclude HP Smart Buy/Promotions/Specials/Chromebooks and some products within the category as determined by the OEM. (Competitive volume pricing may be available for Chromebooks and product categories not listed, but additional discounts may vary.)

Category	Min \$ Single Transaction	Max \$ Single Transaction	Per Transaction Multiple Unit Discount
Desktops & Workstations	\$101,000.00	\$1,000,000.00	10-15% off HP List Price (est.) fixed price (Big Deal) volume offer
Desktops & Workstations	> \$1,000,000.00	no max	16-26% off HP List Price (est.) fixed price (Big Deal) volume offer
Notebooks	\$101,000.00	\$1,000,000.00	6-15% off HP List Price (est.) fixed price (Big Deal) volume offer
Notebooks	> \$1,000,000.00	no max	16-19% off HP List Price (est.) fixed price (Big Deal) Volume offer
Tablets	\$101,000.00	\$1,000,000.00	5-7% off HP List Price (est.) fixed price (Big Deal) Volume offer
Tablets	> \$1,000,000.00	no max	8-17% off HP List Price (est.) fixed price (Big Deal) Volume offer
Thin Clients	\$101,000.00	\$1,000,000.00	12-21% off HP List Price (est.) fixed price (Big Deal) Volume offer
Thin Clients	> \$1,000,000.00	no max	22-27% off HP List Price (est.) fixed price (Big Deal) Volume offer
Monitors	\$101,000.00	\$1,000,000.00	2-4% off HP List Price (est.) fixed price (Big Deal) Volume offer
Monitors	> \$1,000,000.00	no max	5-7% off HP List Price (est.) fixed price (Big Deal) Volume offer



2. Cumulative Discount(s)

Contractor provides a cumulative volume discount as follows based on dollars resulting from the cumulative purchases by all purchases made by Purchasing Entities for the duration of the Master Agreement.

After review and analysis of the cumulative purchases at the end of each year of the Master Agreement, if HP and NASPO determine that the volumes are reached, these discounts will be passed directly to the Master Agreement based on the Lead State approval for participants and procuring entities to utilize as additional cost savings on HP products. These cumulative discounts are only potential for future potential minimum band discount or potential product services, as determined by HP.

Contract Sales	Additional Discount For a Product Series in an Additional Category	Minimum Band Discount Increase
\$900,000,000.00 to \$1,000,000,000	1.0%	2.0%
\$1,000,000,001 to \$1,200,000,000	2.0%	3.0%
\$1,200,000,001 to \$1,500,000,000	3.0%	4.0%
Over \$1,500,000,000	4.0%	5.0%

3. Other Discount(s)

Additional discount(s) available.

Upon procuring agency request and proper coordination with the HP Account Manager, HP may offer an additional discount or technology fee based on the agency request over the volume price for "Bulk Buy Purchases" for HP product categories offered (excludes Chromebook/Smart Buys/Promotions/Specials) of HP-branded products during a pre-selected time period (60-90 days). For example, if a procuring entity decides to do a one-time "Bulk Buy" for the purchase of 5,000 select configuration(s), the agency could qualify for a one-time additional discount or technology fee as mutually agreed and negotiated with that specific procuring entity.

Bulk Purchase	Threshold if applicable	Additional Discount
5,000 to 10,000 units	5,000 to 10,000 PCs per Purchase Order	1.0%
10,001 or more units	5,000 to 10,000 PCs per Purchase Order	2.0%

**Exhibit D: Price Schedule, Amendment 3****Services****Master Agreement:** 23011**Contractor Name:** HP Inc.

Each Purchasing Entity will determine if and how services will be offered in the Participating Addendum.

Travel for Services will be negotiated with each Participating Entity in the Participating Addendum.

<b>All Awarded Bands</b>		
<b>Category Code</b>	<b>Description of Service</b>	<b>Percent Discount</b>
S	Custom Services	10.0%
S	HP Care Pack Services	24.0%
S	HP Care Pack Services Smart Buys (promotions/specials)	1.0%
S	Prebuilt standard HP Image Load & Consulting	10.0%
S	HP standard Asset Tags	10.0%
S	Value Added Logistics	10.0%
S	Onsite Deployment/Installation	10.0%
S	HP Proactive Management Solutions	10.0%
S	HP Proactive Security Solutions	10.0%
S	HP Device Recovery Services	10.0%
S	HP Poly Services	2.0%

**Custom Services:** (HP directly or approved Servicing Sub) Installation/de-installation, maintenance, support, training, migration, and optimization of products offered or supplied under the Master Price Agreement. These types of services may include, but are not limited to: warranty services, maintenance, installation, de-installation, factory integration (software or equipment components), asset management, recycling/disposal, training and certification, pre-implementation design, disaster recovery planning and support, service desk/helpdesk, and any other directly related technical support service required for the effective operation of a product offered or supplied.

**HP Care Pack Services:** Uplifted & extended warranties, installation, training and other related pre-built standard services

Exhibit D: Price Schedule, Amendment 3

Lease Rates

Master Agreement: 23011  
Contractor Name: HP Inc.

All Awarded Bands

Optional: Lease Rates

Hewlett-Packard Financial Services Company offers the following lease options: (1) Fair Market Value/True Lease; (2) Tax Exempt Tech Refresh; and (3) Tax Exempt Installment Sale (Lease Purchase).

Lease are provided on the PSS. Rates may be subject to change quarterly.

Fair Market Value/True Lease:

For customers that want to lower their cost of using the equipment and retain maximum flexibility at the end of the lease, Hewlett-Packard Financial Services Company offers a fair market value lease (also known as a true lease). This “pay-as-you-go” structure helps you stretch your budget dollars to get the technology you need today. At the end of the lease term, you have several options: 1) return the equipment without penalty; 2) renew the lease for a specified renewal term at a negotiated lease payment amount; 3) purchase the equipment at its then fair market value; or 4) extend the original term and continue to make the same periodic lease payments until you are ready to exercise one of the three previously listed options. This plan may help customers avoid technology obsolescence and asset disposition costs.

Hewlett-Packard Financial Services Company does allow customers to enter into a month-to-month extension at the end of each lease agreement if they find it necessary to maintain their existing leased equipment for longer than the original lease timeframe. Hewlett-Packard Financial Services Company also has a package and shipping service that can be incorporated into the lease contract upfront for returns of equipment at lease end. This service can be very valuable when budgeting for your technology costs.

Tax Exempt Tech Refresh:

Tech Refresh is structured as a Tax-Exempt Installment Sale with an option on the last payment to return the equipment (and acquire new) or make the payment and own the equipment outright. The standard offer calls for payments to be made annually in advance, though additional structures may be tailored to accommodate budget restrictions. The final (or option) payment is a set amount of the original purchase price of the equipment and is an estimate of the wholesale value of the equipment at the time of the option. The balance of the cost is amortized over the term. The benefit is that an entity is not locked into any one particular deal; it can purchase the equipment or return it and get new technology. Other important elements of the Tech Refresh structure are listed below.

- There is only one refresh opportunity during the lease
- Lessee must be committed to acquire and lease similar equipment prior to exercising the option
- Tech Refresh is offered only as a Tax-Exempt Installment Sale structure
- The option cannot be exercised if an event of default has occurred and is continuing
- Lessee must provide an irrevocable written election of notice of its intent to refresh or purchase 3 months prior to the refresh period. On the 48-month term the refresh point is month 36 which requires notification at month 33. On the 60-month term the refresh point is month 48 which requires notification at month 45. Sample buyout goes into effect if refresh option is not exercised.