SOLE SOURCE DOCUMENTATION

FAR PART 13

Purchase Orders Over $10,000 but not Exceeding $250,000

Acquisitions that do not allow for competition to the maximum extent practicable must be documented in accordance with Federal Acquisition Regulations (FAR). A Limited Sources Justification is required when soliciting fewer than three sources per FAR 13.104, or when using brand name descriptions per FAR 13.106-1(b)(1). A Limited Sources Justification is not required for brand name or equal procurements. Follow procedures at FAR PART 11.104.

Type of action: ☒ sole source acquisition ☒ brand-name

DAC Number:	Estimated total mount:	Recurring Requirement: ☐ YES ☒ NO
D-26-TR-0125	[redacted]	

☐ Delivery Date: ☒ Period of Performance: **7/24/2026-7/23/2027**

Brief description of supplies or services required and the intended use:

Xerox Proficio PX300 Production Press and maintenance services to be used to print high quality, in house and on-demand materials for training classes.

Summary of the facts and circumstances that support the determination that ☒ only one source is reasonably available to supply the required supplies or services, or ☒ only the specified brand-name items can satisfy the Government's need:

The Office of Training supports DEA's mission and initiatives by providing mandatory training to CORE (Basic Agent, Intelligence, Diversion Investigator, and Basic Chemist) students and in-service training classes. A production copier is required to provide in-house, high quality, and on-demand materials for the training classes including CORE class graduation programs. Required copier configuration to print high volume (over 600,000 pages) and quality materials is a booklet maker, square fold trimmer, 2/3 hole punch, high capacity feeder, crease & two-sided trimmer, C/Z fold (tri-fold), fiery-based software/server. The PX300 also has an integrated quality control module that adjusts registration and color density real time without slowing down production times. No other mid-range copiers were found to meet the Academy's requirements. Additionally, Xerox will accept the Academy's Xerox Versant 180 and D136 machines (both are at end of their life cycle) as trade-ins to offset the cost of the new PX300.

Describe in detail any market research conducted. Include results and state whether any vendors expressed interest:

Internet research, a search of GSA advantage and requests to SEWP vendors provided no results. No other vendors or mid-range production copiers were found that could meet the needs of the Academy. Xerox is accepting the trade in of two on-site Xerox production machines which lowers the cost of the new machine and allows us to dispose/excess the two current machines. If another vendor was selected it would be expensive and difficult to locate a company who would remove and dispose of the two production machines. The cost of a new production machine would increase without the trade ins.

The Contracting Officer hereby determines that, due to the circumstances of this procurement:

☒ Only one source is deemed to be reasonably available.

☒ Only the specified brand-name item will satisfy the Government's need. For orders exceeding $25,000, this Limited Source Justification shall be made available together with the solicitation and posted on the Contract Opportunities page on the Governmentwide Point of Entry (SAM.gov) in accordance with FAR 5.101(a)(1).

☒ The Contracting Officer certifies that an order for the supplies or services will not be placed unless the price is found to be fair and reasonable.

[redacted]