Blue Ridge Regional Jail Authority

P.O. Box 6078 • Lynchburg, VA 24505 • (434)847-3100 • Fax (434)847-5134

December 2, 2024

Mr. Marc Dalton, President
Diamond Paper Company
615 Kentuck Road
Danville, VA 24540
marc@dpaper.net

Dear Mr. Dalton:

On behalf of the Blue Ridge Regional Jail Authority, I would like to thank you for your submittal to our Invitation to Bid for Facility Supply Products- Janitorial (BRRJA #184-FY25). Diamond Paper Company is the apparent lowest responsive bidder in the amount of $55,486.25.

Please consider this letter as our Intent to Award the bid to your company. The contract for the initial bid period of December 1, 2024-November 30, 2025 will be finalized once the 10-day protest period has expired. The BRRJA reserves the right to extend the contract for one additional year.

BID RESPONDENTS / COMPARISON:

Diamond Paper Company	**Bid- $55,486.25**
General Sales of VA, Inc	**Bid- $69,989.69**
The Supply Room	**Bid- $83,844.69**
United Sales USA Corp.	**Bid- $56,908.94**
Cintas	**Non-bid on all products**
Unipak Corp.	**Non-bid on all products**

Please do not hesitate to call if you have any questions or need further information.

Sincerely,

Timothy E. Trent
Administrator

TET/ps
Cc: Mrs. Jessica A. Joyner
Mr. William Price