

REQUEST FOR DEVELOPMENT PROPOSALS

Downtown Green Space Development

CITY OF MARYSVILLE

MARYSVILLE, KANSAS



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608-618 Broadway

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Introduction

As detailed in this Request for Proposal (RFP), the City of Marysville (hereinafter referred to as the “City”) is seeking proposals from qualified and interested developers (hereinafter referred to as the “Developer”) to develop for continued long-term commercial or mixed-use. Proposals will be received until 4 p.m. local time on September 22, 2026.

COMMERCIAL DEVELOPMENT PROJECT

The information contained in this RFP has been assembled by the City providing potential developers and business owners with the information to prepare an initial development proposal for the above project. Developers should feel free to inquire as much as necessary to produce the best solution to the redevelopment and reuse of the property. Questions should be stated in writing and submitted to cityadm@bluevalley.net or the contact and address indicated on page 9 of this RFP document. Written answers will be developed and provided to the inquirer and posted on the City of Marysville website for review at www.cityofmarysvilleks.com.

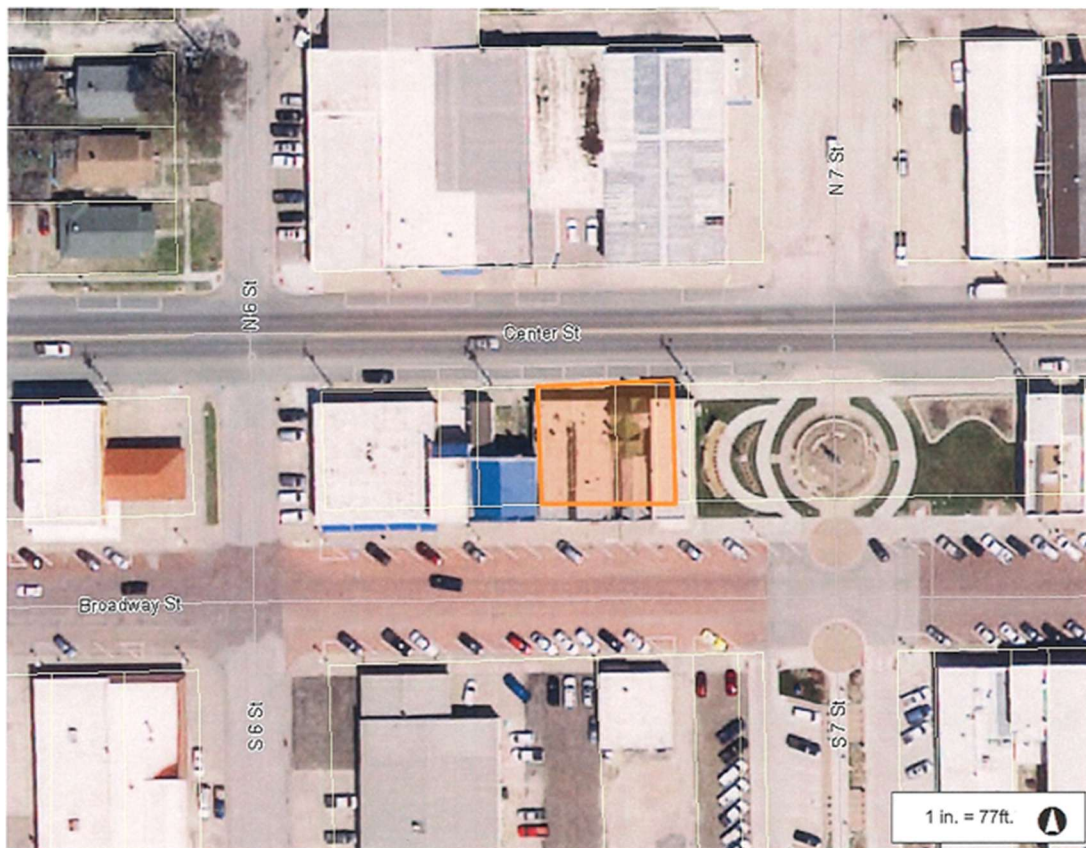
Summary of Offering

The City is interested in the development of the Downtown Green Space located in the historic downtown Marysville. The primary objectives for this redevelopment project are:

- Preservation of the architectural and historic integrity of the downtown,
- Expand commercial/mixed-use opportunities in Downtown Marysville,
- Complement the adjacent downtown properties.

Project Site

The following aerial photograph (from 2021) illustrates the location of the project site. The Downtown Green Space is located on Broadway Street between the 6th and 7th Streets in Marysville and situated on US Highway 36. The site is located in the west-central area of Downtown Marysville, in an area full of developmental progress and potential.



The site is within close walking distance of a full complement of financial offices, retail businesses, personal services, restaurants, entertainment venues, museums and tourist attractions, places of worship, and single-family residences. The nearby commercial area includes many unique shops and businesses as well as a number of public spaces and attractions including the Pony Express Museum, the Marshall County Historical Museum, and the Lee Dam Center for Fine Art. The Koester Historical House Museum and grounds are located two blocks from the

property. Also located in close proximity is City Park with numerous amenities, the 7th Street Corridor and Blue River Rail Trail, the Marysville High School, the Marysville Police Department, and the County government facilities.

Property Description

The Downtown Green Space is presently owned by the City of Marysville. The City purchased the properties and demolished the previous buildings in 2021 after one of the buildings was condemned. The three buildings were supporting each other to remain up, so all three had to be demolished at once. The buildings were purchased for \$45,416.93 and demolished for \$73,000.00 by Inline Construction. After demolition, the City had the foundations taken out, except for the edge foundations closest to the sidewalks, and the lots filled in.

Currently, there are three lots measuring 44' wide, 24' wide, and 20' wide, all with a length of 72'. The City of Marysville is looking for proposals for the 44', 24', and half of the 20' lot with the City intending to maintain ownership of the remaining 10' closest to the LifeTile mural, west of the Pony Statue. For the purposes of this request for proposals, the site is roughly 78' x 72'.

The site is zoned C-1, Central Commercial District. The range of permitted uses in this District is relatively broad. It is intended to accommodate the business, commercial, and personal/professional service needs in a concentrated area with limited parking facilities. It includes retail, professional services, entertainment, offices, bars or night clubs, as well as residential use (single-family, two-family, or multiple family) on second or above stories on the property. Multiple businesses in one structure are permitted. The full range of permitted uses is available in the City's [Unified Land Development Code](#). No front, side, or rear yard setbacks are required, and the maximum building height is 80 feet or by review. All new commercial developments require a site plan, subject to the provisions of Article 5, Section 5-2.

Historical Background

Marshall County, one of the original 33 counties created by the first territorial legislature, is in the northern tier of the counties. The county seat is permanently located in Marysville, by the act of February 16, 1860.

The most prominent man in the settlement and early development of the county was Francis J. Marshall. In 1851, Francis J. (Frank) Marshall of Weston, Missouri arrived at the bank of the Big Blue River. He came here to establish a trading post and to operate a ferry. Marshall lent his name to the county, and Marysville, KS was named to honor his wife, Mary.

Marysville, KS is located on the Oregon Trail, the Mormon Trail, and the route of the Pony Express, the St. Joe Road, the Overland Stage, The Military Road, and the Otoe-Missouria Trail. The old Pony Express Station still stands in downtown Marysville, KS.

The first train came into Marshall County over the St. Joseph & Western R.R., which was begun in 1860 and reached the eastern limits of Marshall County in 1870. The next year it was extended to Marysville, KS. Marshall County is now well provided with railroads. The Union Pacific crosses the county from north to south a little west of the center.

Many trains continue to run by Marysville, KS to this date. In 2004, there were two overpasses that were built to make it easier for traffic to travel through Marysville, one on the south side and one on the west side. The tracks are now re-routed allowing the trains to go under these overpasses. After the trains were re-routed, the Blue River Rail Trail took its placement in the heart of downtown.

Marysville is located in northeastern Kansas near the Nebraska border, approximately 75 miles (120 km) northwest of the Kansas capital of Topeka and 67 miles (108 km) south of Lincoln, Nebraska. According to the United States Census Bureau, the city has a total area of 4.62 square miles (11.97 km²), of which 4.58 square miles (11.86 km²) is land and 0.04 square miles (0.10 km²) is water.

As of the 2020 census, Marysville had a population of 3,447 people, with 1,458 households and 841 families. The population density was 755.6 per square mile (291.7/km²). There were 1,682 housing units at an average density of 368.7 per square mile (142.4/km²).

The median age was 40.0 years. 25.4% of residents were under the age of 18, 6.8% were from 18 to 24, 22.9% were from 25 to 44, 23.8% were from 45 to 64, and 21.0% were 65 years of age or older. For every 100 females, there were 98.0 males, and for every 100 females age 18 and over, there were 94.0 males age 18 and over.

Of the 1,458 households, 27.8% had children under the age of 18 living in them. Of all households, 44.2% were married-couple households, 21.5% were households with a male householder and no spouse or partner present, and 29.0% were households with a female householder and no spouse or partner present. About 37.5% of households were made up of individuals and 17.3% had someone living alone who was 65 years of age or older. The average household size was 2.2 and the average family size was 3.0.

The 2016-2020 5-year American Community Survey estimates show that the median household income was \$44,037 (with a margin of error of +/- \$9,276) and the median family income was \$64,099 (+/- \$9,753). Males had a median income of \$40,000 (+/- \$9,158) versus \$29,180 (+/- \$4,513) for females. The median income for those above 16 years old was \$32,774 (+/- \$6,479). Approximately, 7.3% of families and 11.9% of the population were below the poverty line, including 21.5% of those under the age of 18 and 7.9% of those ages 65 or over.

Timetable for Submission of Proposals

Proposals shall be received at Marysville City Hall, 209 N 8th Street, Marysville, KS 66508, no later than 4:00 pm on September 22nd, 2026. Prospective respondents may schedule a pre-submission conference and site tour with the City's Planning and Zoning Administrator, Will Ralph, who is available by phone at 785-562-5331. The City reserves the right to end the solicitation and/or receipt of the proposals at any time and to extend or reopen the solicitation process if determined by the City to be necessary.

Proposal Copies-Required

Ten (10) unbound, 8.5-inch x 11-inch format, hard copies of the proposal shall be submitted in a sealed envelope marked in bold: **DOWNTOWN GREEN SPACE**. Electronic copies are acceptable provided they are accompanied by the required hard copies. Facsimile copies will not be accepted.

PHASE 1 SUBMISSION REQUIREMENTS

A. Transmittal Letter

- a. The name, title and contact information of the individual or individual with authority to bind the Developer. This person should also sign the transmittal letter. The legal form of the Developer, i.e., corporation, partnership, LLC, etc.
- b. The names, and legal forms, of members of the Development Team, and their respective roles and contributions. An organization chart would be an appropriate attachment to the cover letter.
- c. A statement that, if selected, the Developer will negotiate in good faith with the City.
- d. The transmittal letter must also include a statement that neither the Developer, nor any member of the Development Team are in arrears in the payment of any obligation due and owing to the State of Kansas, the City of Marysville, or Marshall County, including tax payments and employee benefits; and, that neither shall become so during the term of the agreement if selected.
- e. A statement that the Proposal is valid for a minimum of 90 days from the date of submission.
- f. Developers must include a statement that the Project will conform to all applicable Federal, State and City laws and ordinances, and that they accept responsibility to ensure compliance with applicable Federal, State, and City laws and regulations.

B. Statement of Qualifications: This RFP contains a list of Development Objectives for this project. The City seeks a Development with solid experience and capability, proven through a record of delivering commercial projects that reflect many, if not all of these objectives. Developers should include in their submission a summary that demonstrates the Developer understands the requirements of this RFP, the Development Objectives and Design Guidelines, as well as description of how the Developer proposes to integrate the physical, managerial, and financial components required to ensure the success of its proposed development project.

C. Qualifications and Experience: Provide a summary of the Development Team's experience in projects like the project being proposed for this site. Highlight projects where members of the Development Team have previously collaborated. Projects included for reference should be described only once, and the description should include: project size – by total land and building area, project scope, location, development value, project length from inception to completion, roles of Development Team member(s) during project execution, and client references, including authorization to contact those references provided. For each reference, indicate the contact person's role in the completed project and the time period of his

or her involvement. In addition, photos, site plans, and renderings of these projects would be helpful. While completed projects are preferred, relevant “in process” projects which are in the construction phase or later, may be included. Resumes of all key Development Team members to be involved in the Project are required and should include: relevant experience, details regarding the specific role proposed for the Project, education, and professional licensing.

- D. Project Concept:** Developers are to submit a conceptual description of the proposed project that includes the intended uses for the proposed development for the Site and size of the uses. The narrative must include information regarding an approach to predevelopment activities, staging and phasing, construction, marketing, lease-up, and operations. A general estimate timeline for Project implementation is to be included. This description of the proposed project should not include a site plan. This will be required in Phase II. The Developer should provide a brief statement of how their specific concept meets the City’s Development Objectives.
- E. Litigation and Material Controversy:** The Developer must provide a written statement that the Developer and Development Team members either are not the subject of any litigation or threatened or possible litigation; or, it must fully describe the nature of any litigation or threatened or possible in which it is currently or recently involved.

PHASE II SUBMISSION REQUIREMENTS

All Developers selected to proceed to Phase II must provide a thoughtful development proposal and explanation of key factors and milestones for its successful implementation. This should be a well-developed proposal for this Site.

- A. Project Plan:** Submissions to Phase II will require additional details to the development concept as initially provided in response to Items B and C of Phase I Submission Requirements, and should provide the following:
 - a. A site plan for the proposed project indicating building footprints, building entrances and service areas, parking, landscaped areas, outdoor dining areas, etc.;
 - b. Architectural renderings that will indicate the look of the proposed project and indicate the type of materials that will be used on the façade of all proposed buildings.
 - c. Milestones necessary to implement the vision (approvals, construction drawings, building permits, financing, construction
 - d. Expressed an amount the Developer is willing to pay per square feet of the tract and approximate dimensions of their desired tract.
 - e. A statement indicating whether the proposed development would be contingent on any City or State government support or action other than review and approval of the project (e.g., regulation or zoning changes, public infrastructure improvements, public funding-grants, loans, transfer of land, etc.) and a listing of these contingencies if any are anticipated.

B. Additional Information: The City reserves the right to request additional information during the RFP review period.

Basic Review Process and Evaluation Criteria

Proposals will be reviewed by City staff and officials in the order they are received. Due to the nature of the information, proposals will not be released for public review until such time as the city is prepared to enter into formal agreement with a developer.

Proposals will be evaluated using the following primary criteria, each of which should be addressed in the developer's submission:

1. Background, experience, and qualifications of the developer
2. Financial capacity and stability of the developer
3. Timeline for development
4. Demonstrated ability of the developer to meet the goals and objectives of the RFP,
5. Potential for the project to promote the downtown's economic stability and vitality.

The final decision regarding the sale or lease of the Downtown Green Space property shall be the responsibility of the Marysville City Council. When the successful developer is chosen, the City will require additional details of the building renovation plans prior to entering into a development agreement to lease or sell the buildings to the developer.

CONDITIONS AND LIMITATIONS

The City reserves the right to select any Developer deemed by the City Council to be in the City's best interest. A Submission in response to this RFP does not constitute a contract and does not indicate or otherwise reflect a commitment of any kind on behalf of the City or impose any binding obligations on the City or grant any rights to the Developer. Furthermore, this RFP does not represent a commitment or offer by the City or grant any rights to the Developer.

Furthermore, this RFP does not represent a commitment or offer by the City to enter into an agreement with a Developer or to pay for costs incurred in the negotiation or other work in preparation of, or related to, a final agreement between the Selected Developer and the City.

Any commitment made by the City will be subject to the appropriation of funds by the City Council to carry out any such commitments and the execution of a contract acceptable to the City. The City will not be responsible for any costs incurred by the Developers, or a Development Team member related to their response to this RFP and will not reimburse costs to the Developer or Development Team Member.

The Submissions, and any information made a part of the Submissions, will become a part of the project's official files. The City is not obliged to return the Submissions to the Developers. This RFP and the selected Developer's response to this RFP may, by reference, become a part of any formal agreement between the Developer and the City.

The City reserves the right, in its sole and absolute discretion, to reject any and all Submissions received in response to this RFP and to cancel this RFP at any time, for any or no reason, prior to entering into a formal contract. The City further reserves the right to request clarification of

information provided in Submissions submitted in response to this RFP without changing the terms of this RFP.

All Submissions are generally deemed to be open public records once received by the City. If a Developer contends that any part of its Submission should be exempt from disclosure under the Kansas Open Records Act, the Developer must identify all information that should be exempt, and the specific exemption that applies. The City reserves the right to determine whether any exemption applies to any portion of a given Submission.

Developers must familiarize themselves with the Site and form their own opinions as to suitability for any proposed development. The City makes no representations as to the Site. The City assumes no responsibility for site conditions including, but not limited to, environmental and soil conditions on the Site.

Developers are responsible for their own background investigation as to restrictions, if any, bearing upon title, zoning, subdivision, transportation, developability, utilities, and physical conditions at the Site. Soils tests and other invasive tests may not be conducted upon any portion of the Site during the RFP stage.

Contact and Communication

All proposals, communications, requests for clarification, and/or matters associated with this RFP shall be directed to:

Joshua Haverkamp
Marysville City Administrator
209 N 8th Street
Marysville, KS 66508
Telephone: 785-562-5331

Submissions in response to Phase I as described in this RFP are due by 4 p.m. on September 22, 2026.