



REQUEST FOR INFORMATION (RFI): 163-0410261GB

**CHARLOTTE-MECKLENBURG BOARD OF EDUCATION
Compliance Assessment Services**

The Charlotte-Mecklenburg Board of Education is requesting a formal compliance assessment to evaluate the district's implementation of applicable federal and North Carolina public school legal requirements.

Proposals will be received by the Charlotte Mecklenburg Board of Education, until April 24, 2026.

Submittals are required to be emailed to Anna Hehenberger, at annam.hehenberger@cms.k12.nc.us

1. Overview

The Charlotte-Mecklenburg Board of Education is seeking information from qualified firms to conduct a compliance assessment of the district's implementation of applicable federal and North Carolina public school legal requirements. This RFI is intended to gather information on vendor qualifications, methodologies, and capabilities. The review will include the Human Resources and Finance departments, as well as any other departments or areas as deemed necessary.

2. Purpose

The purpose of this RFI is to identify experienced providers capable of:

- Evaluating CMS's compliance with federal and North Carolina public school laws and regulations
- Identifying areas of risk or noncompliance
- Providing actionable recommendations

3. Scope of Services

Respondents should be prepared to:

- Conduct a compliance assessment of District policies, procedures, and practices
- Assess alignment with applicable legal and regulatory requirements
- Interview key stakeholders, as needed
- Identify compliance gaps and associated risks
- Deliver a written report outlining findings
- Develop a corrective action plan, if necessary

4. Vendor Qualifications

Interested firms should demonstrate:

- Experience with K–12 public education (or other government agencies) compliance (preferably in North Carolina)
- Knowledge of federal education laws (e.g., IDEA, Title IX, FERPA)
- Proven track record conducting similar assessments
- Strong analytical, reporting, and stakeholder engagement capabilities

5. Requested Information

Please include the following in your response:

- Company overview and relevant experience
- Description of proposed methodology and approach
- Sample deliverables or reports from similar engagements
- Estimated timeline for completion
- Estimated cost of assessment
- Key personnel and qualifications

6. Submission Details

- **Submission Deadline:** April 24, 2026
- **Contact:** Anna Hehenberger, annam.hehenberger@cms.k12.nc.us
- **Submission Method:** Email