

**AMENDMENT #1**  
**CONTRACT #0000000000000000000055078**

This is an Amendment to the Contract (the "Contract") entered into by and between the Indiana Utility Regulatory Commission (the "State") and 360WATER INC (the "Contractor") approved by the last State signatory on July 21, 2021.

In consideration of the mutual undertakings and covenants hereinafter set forth, the parties agree as follows:

1. The consideration added by this amendment is \$21,760 as outlined in **Exhibit D**, hereby attached and incorporated by reference. Total remuneration under the Contract is not to exceed \$223,520.
2. The Contract is amended by adding the following:

**A. Minority and Women's Business Enterprises Compliance.**

No certified MBE or WBE subcontractors will be participating in this Contract.

**B. Indiana Veteran Owned Small Business Enterprises Compliance.**

No certified IVOSB subcontractors will be participating in this Contract.

**THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK.**

### Non-Collusion and Acceptance

The undersigned attests, subject to the penalties for perjury, that the undersigned is the Contractor, or that the undersigned is the properly authorized representative, agent, member or officer of the Contractor. Further, to the undersigned's knowledge, neither the undersigned nor any other member, employee, representative, agent or officer of the Contractor, directly or indirectly, has entered into or been offered any sum of money or other consideration for the execution of this Contract other than that which appears upon the face hereof. **Furthermore, if the undersigned has knowledge that a state officer, employee, or special state appointee, as those terms are defined in IC § 4-2-6-1, has a financial interest in the Contract, the Contractor attests to compliance with the disclosure requirements in IC § 4-2-6-10.5.**

### Agreement to Use Electronic Signatures

I agree, and it is my intent, to sign this Contract by accessing State of Indiana Supplier Portal using the secure password assigned to me and by electronically submitting this Contract to the State of Indiana. I understand that my signing and submitting this Contract in this fashion is the legal equivalent of having placed my handwritten signature on the submitted Contract and this affirmation. I understand and agree that by electronically signing and submitting this Contract in this fashion I am affirming to the truth of the information contained therein. I understand that this Contract will not become binding on the State until it has been approved by the Department of Administration, the State Budget Agency, and the Office of the Attorney General, which approvals will be posted on the Active Contracts Database:

<https://secure.in.gov/apps/idoa/contractsearch/>

**In Witness Whereof**, the Contractor and the State have, through their duly authorized representatives, entered into this Contract. The parties, having read and understood the foregoing terms of this Contract, do by their respective signatures dated below agree to the terms thereof.

360 WATER, INC

By: *Laura T. Raish*  
11C65299BCD84F2...

Title: President

Date: 4/6/2022 | 16:10 PDT

Indiana Utility Regulatory Commission

By: *James F. Huston*  
02320387E0D1414...

Title: Chairman

Date: 4/7/2022 | 16:17 EDT

Electronically Approved by: Indiana Office of Technology  By: _____ (for) Tracy Barnes, Chief Information Officer	Electronically Approved by: Department of Administration  By: _____ (for) Rebecca Holwerda, Commissioner
Electronically Approved by: State Budget Agency  By: _____ (for) Zachary Q. Jackson, Director	Electronically Approved as to Form and Legality: Office of the Attorney General  By: _____ (for) Theodore E. Rokita, Attorney General

## Exhibit D



**THEPLAN**

Client: 360Water  
Project: Safedig Phase II  
Date Submitted: February 23, 2022  
Version 1.0

### **1.1. PROJECT**

This Agreement for IURC/ Safedig Phase II (this “Agreement”) is between 360Water (“Client”), and CSF Communications, Inc. (d/b/a THEPLAN) (“Company”), for the performance of the services described in this proposal, the parties therefore agree as follows:

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### **1. BACKGROUND**

This SOW covers Safedig Phase II “Event Management” tasks. Timing for full project scope is 8 weeks. Core tasks (front end event registration and backend admin integration) estimated at 4 weeks.

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### **2. PROJECT SCOPE & CADENCE**

This scope of work includes:

- Front End Event Registration
- Backend Admin integration
- Google maps front end integration



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- Google Maps front end integration
  - Google calendar integration
  - Export/Import of CSV File For Attendees
  - Multi-User Import CSV, including Validation
  - Calendar Skin, custom UI

**1.2. For full list of requirements, see Addendum at end of this document.**

**3. PROJECT ASSUMPTIONS**

**Project Management:**

- 360Water team will provide access to all digital properties and/or any past assets that would be beneficial for designing the final technology solution.
- Any deliverables will be delivered via electronic format, .ZIP, Adobe Photoshop, Adobe PDF.

**Design:**

- Minimal design services can be provided on an as-needed basis. For the most part, feature enhancements and maintenance activities should not require artwork assets be designed for implementation.
- Client will provide any/all creative assets to thePLAN and/or be responsible for purchasing any new imagery, source art, video, etc. that may be required for final implementation.

**Content:**

- This SOW doesn't include content development activities. It is assumed all content required for site maintenance or enhancements will be implemented by or at a minimum supplied by the client.

**Technology:**

- Client will be responsible for purchasing any 3<sup>rd</sup> party software or plug-ins, as required, or authorizing thePLAN to act on its behalf.
- This statement of work includes partnering with 360Water for oversight of all hosting activities and updates required for regular site operations. thePLAN will be provided access to the hosting environment and given authorization to make modifications on the client's behalf. thePLAN will monitor the server and coordinate with 360Water as required to ensure the site is running smoothly and being backed up appropriately.

**4. TIMELINE**

The period of performance for this full scope, from beginning to completion, is estimated at 8 weeks.

**5. ESTIMATE**

The below estimate for resources includes a retainer-style bucket of hours (\$85 per hour) to draw upon to complete this work for 360 Water. Only time used will be billed.



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<b>Tasks</b>	<b>Hours</b>	<b>Amount Estimate</b>
Front End Event Registration	80	6,800
Backend Admin Integration	40	3,400
<b>Sub-total</b>	<b>120</b>	<b>10,200</b>
Google maps front end integration	16	1,360



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Google calendar integration	60	5,100
Export/Import of CSV File for Attendees	16	1,360
Multi-User Import CSV, including validation	20	1,700
Calendar Skin, custom UI	24	2,040
<b>Total Scope to Invoice (+/- 10%)</b>	<b>256</b>	<b>\$21,760</b>

### 6. PAYMENT SCHEDULE

The Payment Schedule is as follows: The total fee will be within a tolerance of +/- 10%, with variances being communicated to Client throughout the project. Should scope changes be deemed necessary and outside of the variance, an amendment or change request will need to be agreed upon prior to completing the identified scope changes. Client shall pay for services rendered according to the Payment Schedule identified above, within calendar 30 days of the date on any invoice for services rendered. Should Client fail to pay the full amount specified in any invoice within 30 calendar days of the invoice's date, a late fee equal to 5% shall be added to the amount due and interest of percent per annum shall accrue from the calendar day following the invoice's date.

### 7. SUPPORT SERVICES

Warranty Period. "Support Services" means commercially reasonable technical support and assistance to maintain and update the deliverables, including correcting any errors or deficiencies, but shall not include the development of enhancements to the project or other services outside the scope of the Proposal. Support services could include (but is not limited to) server re-booting, server configuration, creation of back-ups, on-going review and analysis of 404 errors, resolving SMTP issues, reviewing and addressing loading speed issues, reviews and resolution of security scans or issues identified, resolving cross-browser issues, etc. Additional time shall be billed at Company's regular hourly rates for support services (\$100), then in effect upon the date of the request for additional support.

### 8. RIGHTS TO DELIVERABLES OTHER THAN FINAL ART AND DEVELOPED MATERIALS

Client Content. Client Content, including all pre-existing Trademarks, Copyrights and Patents, shall remain the sole property of Client or its respective suppliers, and Client or its suppliers shall be the sole owner of all rights in connection therewith. Client hereby grants to Company a nonexclusive, nontransferable license to use, reproduce, modify, display and publish the Client Content solely in connection with Company's performance of the Services and limited promotional uses of the Deliverables as authorized in this Agreement.

Third Party Materials. All Third Party Materials are the exclusive property of their respective owners. Company shall inform Client of all Third Party Materials that may be required to perform the Services or otherwise integrated into the Final Art. Under such circumstances Company shall inform Client of any need to license, at Client's expense, and unless otherwise provided for by Client, Client shall obtain the license(s) necessary to permit Client's use of the Third Party Materials consistent with the usage rights



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granted herein. In the event Client fails to properly secure or otherwise arrange for any necessary licenses or instructs the use of Third Party Materials, Client hereby indemnifies, saves and holds harmless Company from any and all damages, liabilities, costs, losses or expenses arising out of any claim, demand, or action by a third party arising out of Client's failure to obtain copyright, trademark, publicity, privacy, defamation or other releases or permissions with respect to materials included in the Final Art.

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**Preliminary Works.** Company retains all rights in and to all Preliminary Works. Client shall return all Preliminary Works to Company within ten (10) days of completion of the Services and all rights in and to any Preliminary Works shall remain the exclusive property of Company.

**Original Artwork.** Company retains all right and title in and to any original artwork comprising Final Art, including all rights to display or sell such artwork. Client shall return all original artwork to Company within ten (10) days of completion of the Services.

**Trademarks.** Upon completion of the Services and expressly conditioned upon full payment of all fees, costs and out-of-pocket expenses due, Company transfers and assigns to Client all ownership rights, including any copyrights, in and to any artworks or designs comprising the works created by Company for use by Client as a Trademark. Company shall cooperate with Client and shall execute any additional documents reasonably requested by Client to evidence such assignment. Client shall have sole responsibility for ensuring that any proposed trademarks or Final Deliverables intended to be a Trademark are available for use in commerce and federal registration and do not otherwise infringe the rights of any third party. Client hereby indemnifies, saves and holds harmless Company from any and all damages, liabilities, costs, losses or expenses arising out of any claim, demand, or action by any third party alleging any infringement arising out of Client's use and/or failure to obtain rights to use or use of the Trademark.

**Company Tools.** All Company Tools are and shall remain the exclusive property of Company. Company hereby grants to Client a nonexclusive, nontransferable (other than the right to sublicense such uses to Client's web hosting or internet service providers), perpetual, worldwide license to use the Company Tools solely to the extent necessary with the Final Deliverables for the Project. Client may not directly or indirectly, in any form or manner, decompile, reverse engineer, create derivative works or otherwise disassemble or modify any Company Tools comprising any software or technology of Company.

**9. RIGHTS TO FINAL ART**

**Exclusive license, with modification rights:** Company hereby grants to Client the exclusive, perpetual and worldwide right and license to use, reproduce, adapt, modify and display the Final Art solely in connection with the Project as defined in the Proposal and in accordance with the terms and conditions of this Agreement.

**10. RIGHTS TO DEVELOPED MATERIALS**

**Works Made for Hire.** Developed Materials (to the extent identified as such in the Proposal) shall constitute works made for hire pursuant to applicable Copyright law.





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Client and Company agree that upon payment in full of the fees associated with the Services, Client shall own the exclusive worldwide right, title, and interest in and to the Developed Materials (including, any source code and documentation). Company hereby transfers and assigns the copyright of all works made for hire to the Client.

**11. INDEMNIFICATION LIABILITY**

By Client. Client agrees to indemnify, save and hold harmless Company, together with its members, managers, employees, agents, successors and permitted assigns, from any and all damages, liabilities, costs, losses or expenses arising out of any claim, demand, or action by a third party arising out of any breach of Client's responsibilities or obligations, representations or warranties under this Agreement, provided that: (a) Company shall promptly notify Client in writing of any claim or suit; (b) Client shall have sole control of the defense and all related settlement negotiations; and (c) Company shall provide Client with commercially reasonable assistance, information and authority necessary to

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perform Client's obligations under this section. Client will reimburse the reasonable out-of-pocket expenses incurred by Company in providing such assistance.

By Company. Subject to the terms, conditions, express representations and warranties provided in this Agreement, Company agrees to indemnify, save and hold harmless Client, together with its owners, managers, directors, officers, employees, agents, successors and permitted assigns, from any and all damages, liabilities, costs, losses or expenses arising out of any finding of fact which is inconsistent with Company's representations and warranties made herein, except in the event any such claims, damages, liabilities, costs, losses or expenses arise directly as a result of gross negligence or misconduct of Client, provided that: (a) Client shall promptly notify Company in writing of the claim; (b) Company shall have sole control of the defense and all related settlement negotiations; and (c) Client shall provide Company with the assistance, information and authority necessary to perform Company's obligations under this section. Notwithstanding the foregoing, Company shall have no obligation to defend or otherwise indemnify Client for any claim or adverse finding of fact arising out of or due to Client Content, any unauthorized content, improper or illegal use, or the failure to update or maintain any Deliverables provided by Company.

Limitation of Liability. THE SERVICES AND THE WORK PRODUCT OF COMPANY ARE SOLD "AS IS." IN ALL CIRCUMSTANCES, THE MAXIMUM LIABILITY OF COMPANY, ITS MANAGERS, EMPLOYEES, COMPANY AGENTS AND AFFILIATES ("COMPANY PARTIES"), TO CLIENT FOR DAMAGES FOR ANY AND ALL CAUSES WHATSOEVER, AND CLIENT'S MAXIMUM REMEDY, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR OTHERWISE, SHALL BE LIMITED TO THE NET PROFIT OF COMPANY FROM THE SERVICES. IN NO EVENT SHALL ANY OF THE COMPANY PARTIES BE LIABLE FOR ANY LOST DATA OR CONTENT, LOST PROFITS, BUSINESS INTERRUPTION OR FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES ARISING OUT OF OR RELATING TO THE MATERIALS OR THE SERVICES PROVIDED BY COMPANY, EVEN IF COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY.

**12. GENERAL**

Modification/Waiver. Any modification or amendment of this Agreement must be in writing, except that Company's invoices may include, and Client shall pay, expenses or costs that Client authorizes by electronic mail in cases of extreme time sensitivity. Failure by either party to enforce any right or seek to remedy any breach under this Agreement shall not be construed as a waiver of such rights nor shall a waiver by either party of default in one or more instances be construed as constituting a continuing waiver or as a waiver of any other breach.



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Notices. All notices to be given hereunder shall be transmitted in writing either by facsimile or electronic mail with return confirmation of receipt or by certified or registered mail, return receipt requested, and shall be sent to the addresses identified below, unless notification of change of address is given in writing. Notice shall be effective upon receipt or in the case of fax or email, upon confirmation of receipt.

No Assignment. Neither party may assign, whether in writing or orally, or encumber its rights or obligations under this Agreement or permit the same to be transferred, assigned or encumbered by operation of law or otherwise, without the prior written consent of the other party.

Force Majeure. Company shall not be deemed in breach of this Agreement if Company is unable to complete the Services or any portion thereof by reason of fire, earthquake, labor dispute, act of God or public enemy, death, illness or incapacity of Company or any local, state, federal, national or international law, governmental order or regulation or any other event beyond Company's control

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(collectively, “Force Majeure Event”). Upon occurrence of any Force Majeure Event, Company shall give notice to Client of its inability to perform or of delay in completing the Services and shall propose revisions to the schedule for completion of the Services.

Governing Law and Dispute Resolution. The formation, construction, performance and enforcement of this Agreement shall be in accordance with the laws of the United States and the state of Ohio, without regard to its conflict of law provisions or the conflict of law provisions of any other jurisdiction. In the event of a dispute arising out of this Agreement, the parties agree to attempt to resolve any dispute by negotiation between the parties. If they are unable to resolve the dispute, either party may commence mediation and/or binding arbitration through the American Arbitration Association, or other forum mutually agreed to by the parties. The prevailing party in any dispute resolved by binding arbitration or litigation shall be entitled to recover its attorneys’ fees and costs. In all other circumstances, the parties specifically consent to the local, state and federal courts located in the state of Ohio. The parties hereby waive any jurisdictional or venue defenses available to them and further consent to service of process by mail. Client acknowledges that Company will have no adequate remedy at law in the event Client uses the deliverables in any way not permitted hereunder, and hereby agrees that Company shall be entitled to equitable relief by way of temporary and permanent injunction, and such other and further relief at law or equity as any arbitrator or court of competent jurisdiction may deem just and proper, in addition to any and all other remedies provided for herein.

Severability. Whenever possible, each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement shall nevertheless remain in full force and effect and the invalid or unenforceable provision shall be replaced by a valid or enforceable provision.

Headings. The numbering and captions of the various sections are solely for convenience and reference only and shall not affect the scope, meaning, intent or interpretation of the provisions of this Agreement nor shall such headings otherwise be given any legal effect.

Integration. This Agreement comprises the entire understanding of the parties hereto on the subject matter herein contained, and supersedes and merges all prior and contemporaneous agreements, understandings and discussions between the parties relating to the subject matter of this Agreement. In the event of a conflict between the Proposal and any other Agreement documents, the terms of the Proposal shall control. This Agreement comprises this Basic Terms and Conditions document, the Proposal, Schedule A and Schedule B attached hereto.



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**13. TERM AND TERMINATION**

This Agreement shall commence upon the Effective Date and shall remain effective until the Services are completed and delivered.

This Agreement may be terminated at any time by either party effective immediately upon notice, or the mutual agreement of the parties, or if any party:

(a) becomes insolvent, files a petition in bankruptcy, makes an assignment for the benefit of its creditors; or

(b) breaches any of its material responsibilities or obligations under this Agreement, which breach is not remedied within thirty (30) days from receipt of written notice of such breach.

In the event of termination, Company shall be compensated for the Services performed through the date of termination in the amount of (a) any advance payment, (b) a prorated portion of the fees due, or (c) hourly fees for work performed by Company or Company's agents as of the date of termination,



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whichever is greater; and Client shall pay all expenses, fees, advances together with any Additional Costs incurred through and up to, the date of cancellation.

In the event of termination by Client and upon full payment of compensation as provided herein, Company grants to Client such right and title as provided for in the PAYMENT SCHEDULE of this Agreement with respect to those Deliverables provided to, and accepted by Client as of the date of termination.

Upon expiration or termination of this Agreement: (a) each party shall return or, at the disclosing party's request, destroy the Confidential Information of the other party, and (b) other than as provided herein, all rights and obligations of each party under this Agreement, exclusive of the Services, shall survive.

By their execution, the parties hereto have agreed to all of the terms and conditions of this Agreement effective as of the last date of signature, and each signatory represents that it has the full authority to enter into this Agreement and to bind her/his respective party to all of the terms and conditions herein.

CLIENT: 360 Water  
(d/b/a

\_\_\_\_\_

-

By:

\_\_\_\_\_

Title: \_\_\_\_\_

COMPANY: CSF Communications, Inc.

thePLAN)

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By:

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Title:



**THEPLAN**

Matthew S Fox

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Version 0.0  
Chief Operating Officer

Address

:





**THEPLAN**

Address

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36 N.

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Version: 1.0 Liberty St. Suite B

Powell, OH 43065



### 1.3. ADDENDUM (REQUIREMENTS DOCUMENTATION)

#### **New Feature: Event Management**

The owner (IURC) would like the website to be used for the general public to register for in-person events that the IURC puts on, throughout the year. Generally, these events are lumped into the title of Safety Days (due to their focus on public safety regarding digging), but whatever we build should generalize the scope as much as we can for other client usage. (For example, the main records should be called Events, not Safety Days.)

Here's the thumbnail sketch of what's needed. From the safedig website, people can read about an event's details, register for it, and get confirmation that they are registered (email). If that person is a user of the site, maybe there can be some integration with their account – when logged in they can somehow see if they've registered for events. On the Admin side, admins can create and manage events, view the registration records, and run reports on the records. There will be a tie-in with the Calendar function (gcal integration). As well as a means for uploading CSV files for new user creation (batch) as well as attendance rosters for events.

#### **Front End Event Registration**

- Users do not need to be logged into the Safe Dig site to view Events page and Event details.
- Users do need an account to register for an event. If a user doesn't have an account, they must create one as part of the event registration process.
- Events List Page: the page that lists all upcoming events should be accessible both outside and inside of login. This page can simply be an alphabetical listing of the upcoming events. Clicking an event brings up the Individual Event Page, which is where the registration button is.
- Events List Page:
  - **Google Maps Front End Integration** Map View - map showing all upcoming events for users to select closest event. Darby mentioned "maphub.net" as a resource he's used in the past, but I'm assuming we could use Google Maps for this.
- Individual Event Page: the event page will show the user (logged in or not) the Title, Description, GMap embed (if applicable), and "Register for This Event" button. Clicking Register should present 2 options:
  - To register for this event, you must make a free account. Your account also gives you access to the free online training library. "Create Account" button.
  - Already have an account? "Log In" button
  - Need breadcrumbing for both paths to bring you back to a logged in view of the Individual Event Page, showing the Register button again? Then they click it again and it pops up a modal confirming "You will be



registering for this event. You can change your registration at any time.”  
Confirm button and Cancel button.

- Once a user is Registered for an event, something should show them that they are registered, both on the Events List Page and the Individual Event Page.
  - On the Events List Page, an icon next to the title, and/or the date of registration. They need to click into the Individual Event Page to modify their registration.
  - On the Individual Event Page, once registered, the Register button for that event page changes to a Cancel Registration button, with similar confirming modal.
- After a user registers for an event, they are sent a confirmation email with event details. Same if they cancel – a confirmation email of the cancellation is sent.
- Event change email – yes, for date or time changes only.
  - Any changes that pull down from google calendar, only do broadcast if it's a date change, etc. not just typo (add controls)
- Fields:
  - Required & Not Required Fields should match those of a New User for the site, depending on the Site Settings regarding additional user fields and whether they are required or not.
  - Specifically – phone number is not required, since it's not required for new user accounts on safedig.
- If maximum capacity is reached, do not allow any more registrations.
  - Event needs to indicate if full
  - “165/200” show how many are registered
  - Registration button becomes disabled once full
  - Ask Darby: is there a limit on event registrations? No limit. It's possible for there to be unlimited events – so have the ability to delete the numerical limit, which would then not show “165/200” and would not enforce any related logic.
- This is not needed. ~~Each event will have a static URL (e.g. safedigindiana.com/events/EventName/Date/Location/etc)~~
  - ~~Currently urls are structured: url/event/id~~
  - ~~Could have friendly url?~~
  - ~~Might be wish list item~~

### **Back End Admin Integration**

- Creating a new event:
  - Title
  - Location (e.g. Indiana Conference Center)
  - Address (e.g. 123 Elm Street, city, state, zip) **(autofill Indiana)**
    - Filter based on zip and city
  - Start Date



- Start time
  - Safety weekend? (~~multi-day event~~) No multi-day events.
- Description, or Space for additional info (e.g. "This class is recommended for professional excavators. A separate class for homeowners will be held at a later date," or "Presenters at this event include ...")
  - text field
- Google Maps Back End Integration
  - Depending on how Google Map integration works, the address entered above should either generate the Google Map or this field will accept shortcode from Google Maps to display a map for the event registration page.
  - ~~Map~~ integration, free up to X number of requests per month, then they charge
  - Embed Map on page ~~or link that opens up Google maps?~~
  - ~~See what effort is to~~ Embed map (iframe with embed url)
- Reminder to post event to Google Calendar if not feasible to automatically post a new event to the Google Calendar (more on this below)
  - Integrate events with google calendar events
  - Events calendar has both Safety events and other events
- Direct link to the registration form for this event
- Maximum capacity if applicable
  - Leaving blank or setting to zero means no maximum capacity
- Filtering events and reports:
  - Event date
  - Last date to register
  - Number of attendees
  - Archive past events so they are displayed separately from upcoming events?
    - When clicking on the Events tab, there will be two sub-sections: one for upcoming events and one for past events. This way the admin can focus on upcoming events only without immediately seeing past events.
  - Copy an event function?
  - Please add any other ideas.
  - Same report view as courses
- Reminder Email integration: We didn't talk about this one, but similar to how there's the send emails button for individual curriculums, we'd want these emails to be on a per-event basis, not for all events, necessarily.
  - Scheduled reminder email X days before event.
  - Immediate reminder email from admin panel.
- Modifying an existing event:



- Option for Admin to cancel event and send out cancellation email.
- Event registration's direct link.
- Send modify email if change date, big things
- Does system need to allow admin to click that you attended? Ask Darby. Yes this is desired.
  - This is a toggle/pivot column
  - Track attendance
    - Enter # attendees at end
    - Or check box for each user then it's a calculated field This one is desired by client.
- **Export/Import of CSV File for Attendees**
  - Instead of marking each individual user's attendance, Darby would like the ability to download the event roster as an Excel/csv file (this would presumably already be in place like the rest of the admin pages). The sign-in person would then use this file to mark off attendees as they show up at the event. After the event, they can upload the event roster to the site to automatically track which users attended.

### **Google Calendar Integration**

- Is it possible to automatically post a new event to the Google Calendar?
- Google Calendar: link to specific event registration.
- ~~Should we simply build our own Calendar instead of using gcal? Then this project is actually the building of an Event Management System and a site Calendar, which replaces the gcal. Conceptually it's cleaner, but honestly I'm not sure I like that — gcal will always out perform us and is probably more useful in the long run for other clients. But we can at least ask thePlan about feasibility of this. Maybe they have plug and play calendar code that lets you create/edit/manage events. This project could add that, and then we always have the gcal integration that we already built as well, for other clients. Let's see what they think.~~
- Maybe we put google calendar embed on events page? Make one page not two
- Ryan to look into event type/sync: create an event in 360water and show up in google and vice versa
- Event Type: Calendar, Safety Day, Seminar (etc)
- If you create it on google, it will pull down into the events list
- Tie registration to certain event types (Safety Days, etc)
- If you want it to be registered, you would need to start event from 360Water site
- Edit in 360 to change event type (could add registration to event after creation)
- Gordon's previous prompts in case they're more relevant if the two bullets above



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aren't feasible

- does this page need to have any connection to the google Calendar page? is that not also a place where events are listed? Make this one page
  - would someone be needing to double-post there and here, with a link from the calendar to this registration page?
  - If so, then we'll need to make sure the way they organize the page nomenclature allows for that, per event, and that we provide the admin user with a way to get that link, ideally within the admin page for the event, or if we have to do it cheaper/faster then simply by pulling the link from the browser URL from the user view.
  - In this scenario, you'd list these safety days events in gcal after you set them up on our site. Do you want more integration between the two, or is this sufficient? Or is it moot?

### **Multi-User Import for CSV, Including Validation**

- This is something that other clients have asked for in the past. Since IURC may end up needing to add multiple users to the system if someone calls in to register a bunch of people all at once, we want to try to get them to include this in the scope.
- The ask on this is: allow an Admin user to upload a CSV file of user data and the system will import the users into the system. It piggybacks on the wishlist item for the CSV upload for the attendance of the events, but this would be for adding new users.
- Perhaps we can have a link on the Users admin page for downloading a blank CSV, containing columns for all the relevant fields for that site (depending on if they have additional User Fields turned on in the Site Settings). Call it "Download Blank New Users CSV", or something similar. Then the upload button could be something like "Batch Upload New Users CSV".
- Include some kind of validation when you upload a filled-out CSV, to make sure the data is right. For example, make sure the passwords are valid (at least 8 characters), stuff like that? Also, the unique Username criteria - can we/should we have it check the CSV for that during the upload process and deny with notification if they fail the validation.

### **Calendar Skin, Custom UI**

Do what we can to make the embedded Google Calendar could have different colors to match the new safedig skin. This will involve building a calendar UI that hooks into the Google Calendar API.